



Request for Quotation (RFQ)

Issued on: **16 March 2021**

Millennium Challenge Account Nepal

on behalf of

The Government of Nepal

funded by

The United States of America

through

The Millennium Challenge Corporation

For

Procurement of GPS

Ref No: **MCA-N/ETP/SH/042**



MILLENNIUM CHALLENGE ACCOUNT NEPAL (MCA-NEPAL)

Request for Quotation for Procurement of GPS

Kathmandu, Nepal

16 March 2021

Ref: MCA-N/ETP/SH/042

1. The Federal Democratic Republic of Nepal, acting through the Ministry of Finance (the "Government") and the United States of America, acting through the Millennium Challenge Corporation ("MCC"), entered into a Millennium Challenge Compact on September 14, 2017, providing for a grant of up to FIVE HUNDRED MILLION United States Dollars (US \$500,000,000) to advance economic growth and reduce poverty in Nepal (the "Compact"), to which the Government will contribute up to US\$130,000,000 for a program to reduce poverty through economic growth in Nepal. The Government, acting through the Millennium Challenge Account Nepal (the "MCA Entity" or "Client"), intends to apply a portion of the MCC Funding to eligible payments under a contract for which this Request for Quotations ("RFQ") is issued. Any payments made by the MCA Entity under the proposed contract will be subject, in all respects, to the terms and conditions of the Compact and related documents, including restrictions on the use and distribution of MCC Funding. No party other than the Government and the MCA Entity shall derive any rights from the Compact or have any claim to the proceeds of MCC Funding. The Compact and its related documents can be found on the MCC website (www.mcc.gov) and on the website of the MCA Entity (www.mcanp.org).
2. The Compact includes two projects: (i) construction of about 300 kilometers of 400kV electricity transmission lines, three substations, and technical assistance for the power sector; and (ii) technical assistance to improve the road maintenance regime and road maintenance works up to 305 kilometers of the strategic road network. The program would include the procurement of contractors and consultants for design, construction and supervision of electricity lines and substations, road maintenance works, including a variety of technical services, equipment and construction works in different geographic locations within Nepal. These contracts will be competed through open international procurement procedures.
3. This Request for Quotations, the RFQ, follows the General Procurement Notice that appeared in dgMarket, UNDB, and MCA-Nepal website on 6 October 2020.

4. Millennium Challenge Account Nepal (MCA-Nepal), an organization of the Government of the Nepal that manages the Compact Agreement with funding from the Millennium Challenge Corporation, intends to procure "Procurement of GPS" as described in the attached Annexes 1, 2 and 3.
5. **Clarifications:** Any clarifications needed shall be submitted in written to MCANepalPA@cardno.com not later than **21 March 2021 by 17:00 hours Nepal Time**. MCA-Nepal will consolidate all submitted requests (if any) for clarifications and will issue a Q&A document not later than **23 March 2021**.
6. You are invited to submit a quotation for the goods and services as stipulated in the annexes to this RFQ. **Prices shall be quoted in Nepalese Rupees (NPR)**. The offered price should include all costs needed to provide the goods and services in accordance with the Specifications and Conditions of Contract/Purchase Order. **No additional cost shall be paid apart from the quoted price for goods and services stated under this RFQ**. Please note that the address of MCA-Nepal Office is East Wing-2nd & 3rd Floor, Lal Durbar Convention Centre Yak & Yeti Complex, Durbar Marg, Kathmandu.
7. There is no price negotiation in a Shopping procedure, but clarifications may be requested before signing the contract with the recommended bidder for award. The quotation shall be valid for sixty (60) days from deadline for submission of quotations stated under paragraph 21.
8. You are required to submit quotations **for complete goods and services**, otherwise your quotation shall not be considered.
9. One Supplier shall submit only one quotation. The submitted quotation must be typed or written in indelible ink and shall be signed by an authorized representative.
10. Quotations will be evaluated under shopping method in accordance with the procedures set out in the MCC Program Procurement Guidelines which are provided on the MCC website (<https://www.mcc.gov/resources/doc/program-procurement-guidelines>). The selection process, as described, will also include eligibility checks at the beginning of evaluation to be considered for further evaluation.
11. The lowest priced quotation will be reviewed to check compliance with the requirements set in the Request for Quotations, if the quotation is compliant substantially, the contract will be awarded to that supplier. If the lowest priced offer is not compliant, the MCA-Entity will review the second lowest/second-best quotation and so on and so forth. MCA-Nepal may, at its own discretion, to evaluate more than one quotation to save time during evaluation. A quotation is not substantially responsive if it contains material deviations or reservations to the terms, conditions, requirements and specifications in this Request for Quotation. A

non-responsive quotation shall not be considered for recommendation of award. Comparison of quotations will be carried out excluding VAT.

During the evaluation compliance check against the technical specifications, the lowest bidder may be requested to perform a demonstration/field testing of the sample good. If the lowest bidder is not able to demonstrate the sample within the requested timeframe or demonstrated sample is found to be not satisfying the requirements, the quotation may be considered as non-responsive. The bidder shall keep the sample of GPS with them for sample demonstration during evaluation period.

During the evaluation process the Bid Review Panel (BRP) will carry out arithmetic corrections for only those bids who have quoted for all the items. The lowest quote shall be evaluated to assess its compliance with all other requirements and if it satisfies all the requirements, the award will be recommended for that bidder.

12. **Delivery of the Goods and services: Within 60 calendar days** after dual signature of contract (Purchase Order). Early delivery and partial deliveries are allowed and encouraged.
13. A price reasonableness assessment will be conducted. The quotation shall be rejected if the price is found to be unreasonable.
14. Bidders shall submit with their quotation's copies of the following documents:
 - a. Firm/ Company Registration & Business Registration in Similar field.
 - b. VAT Registration.
 - c. Tax Clearance Certificate up to the last FY (applicable to Nepalese Firm/Company only)
 - d. Power of Attorney authorizing the person to sign the quotation.
 - e. Document in support of providing warranty for the Goods to be supplied such as Letter of authorization /Authorization certificate from the Manufacturer, authorizing the Supplier to supply the goods in Nepal or similar certificates.
 - f. Document in support demonstrating that the bidder is able to provide repair services for the Goods.
15. In evaluating the quotations, the Purchaser/MCA-Nepal will adjust for any arithmetical errors as follows:
 - a. where there is a discrepancy between amounts in figures and in words, the amount in words shall govern;
 - b. where is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted shall govern; and

- c. If you refuse to accept the correction, your quotation shall be rejected and shall not be considered for future procurement under MCA-Nepal.
16. A quotation is not substantially responsive if it contains material deviations or reservations to the terms, conditions, and specifications in this Request for Quotation, and it will not be considered further. The Employer will evaluate and compare only the quotations determined to be substantially responsive.
17. Bidders may challenge the results of a procurement only according to the rules established in the Bid Challenge System developed by the MCA-Nepal and approved by MCC. The rules and provisions of the Bid Challenge System are as published on the MCA-Nepal's website at <https://mcanp.org/procurement/bid-challenge-system/>.
18. Please submit your price quotation signed by an authorized representative via the Dropbox link provided below, with the name of the uploaded file as follows: "***Your Company Name - GPS***".
19. The File request link (Dropbox link) for **submission of quotations**:
<https://www.dropbox.com/request/GR81nGPQ1HYC6bYqVkn9>

Instruction for uploading your submission:

- Click of this link/type this link correctly in a browser.
- Click on **Add Files**
- Click on **Files from Computer** (Choose files from computer)
- Click on **+Add more files** (Optional, only if you have more than one file and so on for other files)
- Enter your: **Full name and Email address**
- Click **Upload**

Done

20. Please note that the provided **Dropbox link** will expire on the **deadline for submission** indicated in paragraph 21 below, consequently no late quotations will be received.
21. Deadline for submission of quotations is **29 March 2021, at 15:00 hours local time in Kathmandu, Nepal (GMT+5:45)**.
22. MCA-Nepal reserves the right to reject any or all applications or offers without incurring any liability and may waive any defect or informality therein and accept the offer which it deems most advantageous to the institution.

Yours sincerely,
For MCA-Nepal:
Khadga Bahadur Bisht
Executive Director

Annexes:

1. Technical Specifications
2. Quotation Submission Form
3. Submission form of Supplier's proposed technical Specifications
4. Purchase Order Sample
5. Check List for Submission of the Quotation

Annex 1

Technical Specifications

a. Global Positioning System (GPS) Device

| | |
|--------------------------|---|
| GPS: | |
| Compatible Software | MapSource City Navigator NT |
| GPS System Type | GPS/GLONASS navigator |
| Display | Touch Screen |
| Display Resolution | Min 240 x 400 pixels |
| Display Width | Approximate ~ 1.5 in (tolerance +/-0.5 in) |
| Display Height | Approximate ~ 2.5 in (tolerance +/-0.5 in) |
| Horizontal Accuracy | Maximum 3 meters |
| Memory | Min 4 GB |
| Storage | microSD card up to 32 GB |
| Battery Type | AA Lithium preferable or Rechargeable (Minimum Battery Life 12 hrs.) |
| Wireless Compatible | Yes (Wi-Fi, Bluetooth) |
| Camera | (Optional) (minimum 8 megapixel with autofocus; digital zoom with flashlight) |
| Interface | USB to connect to computer |
| Water Proof | Yes, Waterproof Standard IPX7 |
| Included GPS Accessories | AC Power Adapter, USB Cable, Carabiner Clip |
| Warranty | 1 Year (Minimum) |
| Others: | |
| Charger | Yes (in case of Rechargeable Battery) |
| Demonstration | Supplier to provide half day demonstration / training of staff at MCA-Nepal office (Kathmandu). |
| Service | Free servicing one time in a year for the first year. |
| Case | Hard |

Note: In case there are minor deviations to specifications, but in MCA-Nepal judgement it satisfies the requirements, the provided goods might be acceptable.

Annex 2
Quotation Submission Form – Schedule of Requirements

Procurement of GPS (MCA-N/ETP/SH/042)

Vendor: _____

Date: _____

| S.N. | Description of Goods/Services | Unit | Qty | Rate in Nepalese Rupees (NPR) | | Amount – In Figure (NPR) |
|------|---|------------|-----|-------------------------------|-------------|--------------------------|
| | | | | In Figure | In words | |
| 1 | Global Positioning System (GPS) Device with inbuilt software [as per specification, Annex 1 (a) and Conditions of Purchase Order] | Nos. (Set) | 22 | | | |
| | | | | | | |
| | | | | | TOTAL | |
| | | | | | VAT @ 13% | |
| | | | | | GRAND TOTAL | |

Our grand total includes all cost needed to provide the goods and services as per the requirement in the Request for Quotation, including delivery of the goods within **60 calendar days** after signing the contract. We accept all the terms and conditions mentioned in the Request for Quotation (RFQ).

We confirm that we have no conflict of Interest as per Millennium Challenge Corporation Program Procurement Guidelines (<https://www.mcc.gov/resources/doc/program-procurement-guidelines>).

We also confirm that we abide by the provisions of Millennium Challenge Corporation, Program Procurement Guidelines provisions.

Our Quotation is valid for **60** days from the last date of Submission.

The minimum warranty for the proposed goods is as specified in the Technical Specifications starting from the date of acceptance of the Goods.

Name of the Firm: _____

Name of the Person Authorized to Sign the Quotation: _____

Position of the signatory in Organization: _____

Signature of the Authorized Person: _____

Date: _____

Physical Address: _____

Web address: _____

Email id: _____

Phone/mobile: _____

Annex 3

Submission Form of Supplier's Proposed Technical Specifications

Procurement of GPS (MCA-N/ETP/SH/042)

(Supplier shall propose better or equivalent Technical Specifications than attached in Annex 1)

| S.N. | Description of Goods/Services | MCA-Nepal's Requirement | SUPPLIER'S CONFIRMATION OF SPECIFICATION The Supplier needs to confirm and provide the necessary information, in the space provided below, that the proposed goods meet the required specifications (By presenting their proposed specifications). |
|---|-------------------------------|---|--|
| Item 1: Global Positioning System (GPS) Device | | | <u>Supplier's Proposed Brand and Model</u> Brand: Model: |
| 1 | Compatible Software | MapSource City Navigator NT | |
| 2 | GPS System Type | GPS/GLONASS navigator | |
| 3 | Display | Touch Screen | |
| 4 | Display Resolution | Min 240 x 400 pixels | |
| 5 | Display Width | Approximate ~ 1.5 in (tolerance +/-0.5 in) | |
| 6 | Display Height | Approximate ~ 2.5 in (tolerance +/-0.5 in) | |
| 7 | Horizontal Accuracy | Maximum 3 meter | |
| 8 | Memory | Min 4GB, | |
| 9 | Storage | microSD card up to 32 GB | |
| 10 | Battery Type | AA Lithium preferable or Rechargeable (Minimum Battery Life 12 hrs.) | |
| 11 | Wireless Compatible | Yes (Wi-Fi, Bluetooth) | |
| 12 | Camera | Optional (minimum 8 megapixel with autofocus; digital zoom with flashlight) | |
| 13 | Interface | USB to connect to computer | |
| 14 | Water Proof | Yes, Waterproof Standard IPX7 | |
| 15 | Included GPS Accessories | AC Power Adapter, USB Cable, Carabiner Clip | |
| 16 | Warranty | 1 Year (Minimum) | |
| 17 | Charger | Yes (in case of Rechargeable Battery) | |

| | | | |
|----|---------------|---|--|
| 18 | Demonstration | Supplier to provide half day demonstration / training of staff at MCA-Nepal office (Kathmandu). | |
| 19 | Service | Free servicing one time in a year for the first year. | |
| 20 | Case | Hard | |

Annex 4

Sample Purchase Order

| Procurement Reference | |
|-------------------------------|-------------------------|
| Project | Contract/PO No |
| Program Administration | MCA-N/ETP/SH/042 |

To: **[Supplier Name], [Address]**

Your quotation reference procurement dated XX XXXX 2021 is hereby accepted and you are required to supply and deliver the goods as detailed below:

SPECIFIC TERMS OF THIS PURCHASE ORDER:

1) You are required to supply the goods as detailed below:

| | | | | | |
|--|---|--------------------------|-----------------|------------------|--------------------------|
| PURCHASE ORDER N°: | | Date: XX/XX/ 2021 | | | |
| Purchaser: Millennium Challenge Account Nepal (MCA-Nepal) PAN: 201253803 | | Procurement of GPS-22 No | | | |
| Supplier/Service Provider: [Supplier Name and Address] | | | | | |
| Address: [Supplier Name and Address] Email Address: Contact Name: | | Tel: Cell No: | | Fax: | VAT No: |
| ORDER | | | | | |
| Item Number | Description | Unit | Quantity | Unit Rate | Total price (NPR) |
| 1 | Global Positioning System (GPS) Device with inbuilt software [as per specification, Annex 1 (a) and Conditions of Purchase Order] | Nos. (Set) | 22 | | |
| | | | | | |
| TOTAL AMOUNT WITHOUT VAT | | | | | |
| VAT @ 13% | | | | | |
| TOTAL AMOUNT WITH VAT | | | | | |

2) **Contract Price:** *[Insert Amount in words and numbers.]* including local taxes and VAT. The offered price should include all costs of delivery, set up and installation of the goods to MCA –Nepal as mentioned in the delivery address.

- 3) Except as may be exempt pursuant to the Compact, MCA-Nepal and all Providers, Covered Providers, Project Partners, contractors (prime contractors and subcontractors), consultants, and other entities and individuals that receive MCC funding directly or indirectly in furtherance of the Compact are exempt from Taxes or will be refunded equal amount of Taxes paid in respect of the MCC funding in accordance with Section 2.8 of the Compact available at: <https://assets.mcc.gov/content/uploads/compact-nepal.pdf>
- 4) **Warranty:** The goods supplied as per this Purchase Order/Contract shall have minimum warranty of one (1) year starting from the acceptance date of goods and services.
- 5) **Delivery point and Delivery time:** The goods are to be delivered to MCA-Nepal Office premises in Kathmandu within **60 calendar days** after dual signature of the Purchase Order/Contract. The cost of delivery is deemed to have been included in the Contract Price and there shall be no separate reimbursements of delivery costs. Partial deliveries are allowed as well as multiple invoices to cover partial deliveries. Early delivery and Partial deliveries are allowed and encouraged.
- 6) **Demonstration:** The supplier shall provide half day demonstration of the GPS units to the concern MCA-Nepal Staff in Kathmandu.
- 7) **Liquidated Damages:** The Supplier agrees that failing to deliver any or all of the Goods or to perform the installations within the period(s) specified in the Contract, the Purchaser shall, without prejudice to its other remedies under the Purchase Order, deduct from the Contract Price, as liquidated damages, a sum equivalent to half of percent (0.5%) of the purchase order price for each week of delay in provision of Goods or unperformed/non-delivered Services/Goods, until actual delivery or performance, up to a maximum deduction of ten percent (10%) of the purchase order value. Once the maximum is reached, the Purchaser may consider canceling the Purchase Order. The supplier is bound to provide the amount of liquidated damages, which will be recovered from the supplier in case of their non-performance.
- 8) **Contract Manager:** For the purpose of management of the contract/purchase order from the purchaser's side, the Contract Manager is:

XXXXXXXX

Position: XXXXXX

Millennium Challenge Account Nepal (MCA-Nepal)

East Wing-2nd & 3rd Floor, Lal Durbar Convention Centre

Yak & Yeti Complex, Durbar Marg, Kathmandu, Nepal.

Email: XXXX@mcanp.org

Point of contact on Behalf of Supplier will be:

Name:

Position:

Firm:

Email:

MCA-Nepal may replace the Contract Manager by sending an official communication to the Supplier, without amending this contract.

9) Payment Conditions:

Prices mentioned in this purchase order are all-inclusive in Nepalese Rupees (NPR). The offered price should include all costs needed to provide the goods in accordance with the Technical Specifications and Conditions of Contract. No additional cost shall be paid apart from the quoted price for goods stated under this Purchase order. Please note that the address of MCA-Nepal Office is East Wing-2nd & 3rd Floor, Lal Durbar Convention Centre Yak & Yeti Complex, Durbar Marg, Kathmandu. Upon acceptance of the goods and service by MCA-Nepal, Purchaser will then be obligated to pay 100% of the amount of the Purchase Order **within thirty (30) calendar days** of completion or satisfactory performance of the contract. The following documentation must be supplied for payments to be made:

- i). Original VAT Invoice (Submitted invoice should include PAN number of MCA-Nepal);
- ii). A delivery and acceptance note evidencing received of the goods & service; and verified by the contract manager to confirm that that the goods and services were delivered as per the purchase order;
- iii). The Supplier shall produce a written document committing itself to the warranty/guaranty period as stated in the Technical Specification. This written document shall be signed and stamped by the Authorized Representative of the Supplier and shall remain in force for the full period of warranty/guaranty; and
- iv). The Supplier shall comply with any other payment instructions as may be reasonably given by MCA-Nepal.

The invoice should include the VAT registration number and the name of the account holder, the account number (IBAN), bank name, bank branch and SWIFT code. The Invoice(s) must be submitted to the following address:

Millennium Challenge Account Nepal (MCA-Nepal)
East Wing-2nd & 3rd Floor, Lal Durbar Convention Centre
Yak & Yeti Complex, Durbar Marg, Kathmandu, Nepal.
Attn: Executive Director
Email:

Bank Details of Supplier:

Name of the Bank:

Branch Address:

Name of the Account:

Account No:

SWIFT Code:

IBAN:

- 10) Failure to Perform:** The Purchaser may cancel, at any time, this Purchase Order if the Supplier fails to deliver the Goods in strict accordance with the above terms and conditions. The Supplier undertakes that during the Guaranty/warranty period replacement/repair of any defective parts and equipment will be completed within fourteen days of the date of notification of the defect. Failure to perform in this contract may be the reason for rejection of the quotation/bids in future bidding process.
- 11) Inspection:** The Goods will be inspected at the delivery point by the Contract Manager or his representative. After inspection, if the Contract Manager deems any delivery of the Goods to not be in strict accordance with the above terms and conditions, that non-conformity shall serve as a justifiable ground to cancel this Purchase Order.
- 12) Start Date:** Date of the last signature on the Purchase Order will be the Start Date of Purchase Order.

**For Millennium Challenge Account Nepal/
MCA-Nepal:**

For the Supplier: [Supplier name]

Signature:
Name: Khadga Bahadur Bisht

Executive Director
Date:

Signature:
Name:

Position:
Date:

Witness:

Witness:

Signature:
Name:
Date:

Signature:
Name:
Date:

Annex 1: Technical Specification
Annex 2: Quotation Submitted by Bidder

Annex 1

Technical Specifications

(It will be included from Annex 3 to the RFQ)

Annex 2

Quotation submitted by the Bidder

Attachment 1: MCC's Policy – Corrupt and Fraudulent Practices

The MCC's policy on preventing, detecting and remediating Fraud and Corruption may be found at the following link:

<https://www.mcc.gov/resources/doc/policy-fraud-and-corruption>

Attachment 2: MCC's Policy – Annex to General Provisions

The MCC's policy general provisions can be found at the following link:

<https://www.mcc.gov/resources/doc/annex-of-general-provisions>

Annex 5

Check List for Submission of the Quotation

1. Completely filled and signed Quotation Submission Form
2. Firm/ Company Registration & Business Registration in Similar field.
3. VAT Registration.
4. Tax Clearance Certificate up to the last FY (applicable to Nepalese Firm/Company only).
5. Power of Attorney to sign the quotation and Purchase Order
6. Filled "Submission form of Supplier's Proposed technical Specification" identifying clearly the specifications of the offered Goods.
7. Statement on warranty: Document in support of providing warranty for the Goods to be supplied such as Letter of authorization /Authorization certificate from the Manufacturer, authorizing the Supplier to supply the goods in Nepal or similar certificates.
8. Document in support demonstrating that the bidder is able to provide repair services for the goods.
9. Bank Details of Bidder (Will be used only for bidder to whom contract will be awarded):
 - Name of the Bank:
 - Branch Address:
 - Name of the Account:
 - Account No:
 - SWIFT Code:
 - IBAN: