AIRPORTS OF MAURITIUS CO LTD

Starting Your Journey With a Smile

REQUEST FOR QUOTATIONS
FOR PROCUREMENT OF VARIOUS FURNITURE & OFFICE AMENITIES FOR RODRIGUES RUNWAY PROJECT STAFF

Country – Republic of Mauritius
Name of Project – Rodrigues Airport Project (P180266)
Loan No: IBRD-95910
Assignment Title: Procurement of Various Furniture & Office Amenities for Rodrigues Runway Project Staff
Reference No: MU-AML-534107-GO-RFQ

BACKGROUND

The Ministry of Finance has received financing from the World Bank and a grant from the European Union toward the cost of the Construction of a New Runway and Other facilities for Plaine Corail Airport, Rodrigues and intends to apply part of the proceeds towards supply and delivery of various office furniture and Office Amenities for PIU for which this Request for Quotations is issued.

The Airports of Mauritius Co. Ltd now invites you to submit your quotation for the goods or services described herein. The Purchaser will award a contract on all items' basis to the lowest fully compliant priced quotation. Any resulting contract shall be subject to the General Conditions of Contract (available on request) except modified by this Request for Quotations.

SECTION A: QUOTATION REQUIREMENTS

Provision of Goods/Services purchase listed in Section C of this RFQ

Quotations should be based on Goods/services supplied from within Mauritius, insured and delivered to ARL Office, Plaine Corail Airport, Plaine Corail, Rodrigues

- The delivery/completion period required is four (4) weeks from date of Contract signature.
- Quotations must be valid for 30 days from the date for receipt given below.
- The warranty/guarantee: 12 months
- Quotations and supporting documents as specified in Section B must be marked with the Reference Number given above and indicate your acceptance of the terms and conditions.

Payment Terms:

The Purchaser will pay through a Bank Transfer in favour of the Supplier in Supplier's bank or cheque.

- 100% of the total price shall be paid within fourteen (14) days on the submission of an invoice and the confirmation of delivery/completion duly signed by the Purchaser.
- Currency of payment shall be United States Dollars (USD) for goods supplied both from outside Mauritius

Selection

Selection shall be based on the lowest price offered, subject to technical conformity, availability and timely delivery at the Airport of Rodrigues Ltd – Plaine Corail, Rodrigues.

Rights of Airports of Mauritius Co Ltd

Airports of Mauritius Co. Ltd shall:

- seek clarifications at time of evaluating quotations;
- negotiate with the preferred bidder;
- split the contract on an item basis or at its convenience;
- order additional quantities based on same Terms and Conditions;
- reject all quotations;
- Carry out appropriate inspection at bidders' premises prior to delivery on site(s);
- cancel the whole bidding exercise without incurring any liability to the bidders.

Quotation Requirements and the Schedule of Requirements at Section C, detail the items/services and quantities to be procured. You are requested to quote your delivery and completion price for these items and services.
All sections of this RFQ shall be filled; where a section is not applicable, the letters N/A shall mean NOT Applicable and the letters N/Q shall mean No Quote**.**

Request for Clarification should be addressed to the Chairperson Tender Committee at the following email address: Email: piusec.tendercommittee@aml.aero
Bids received after the prescribed date and time shall not be considered
Airports of Mauritius Co Ltd shall not be bound to accept the lowest or any quotation.

Your quotation is to be returned on this Form by completing and returning Sections B and C including any other information/certification required within this RFQ.

Sealed Quotations must be deposited in a Tender Box at the address below by 19th June 15.00hrs.

Chairman, PIU Tender Committee
Airports of Mauritius Co. Ltd (AML)
ARL Office, Plaine Corail Airport
Plaine Corail
Rodrigues
Email: piusec.tendercommittee@aml.aero

Section B: Quotation Submission Sheet

1) Currency of Quotation: United States Dollar (USD)

2) The validity period of this Quotation is: 30 days from the date for receipt of Quotations.

3) We attach the following documents:

i. Section C of the Request for Quotations completed and signed;

ii. A copy of valid Business Registration Certificate,

iii. A copy of a valid Tax Certificate and Tax Identification Number

iv. At least 2 similar contracts executed for related items

4) We confirm that our quotation is based on the terms and conditions stated in your Request for Quotations referenced above, and that any resulting contract will be subject to the Conditions of Contract mentioned above.

5) We confirm that the prices quoted are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

Authorised By:

Signature:		**Name:**	
Position:		**Date:**	
Authorized for and on behalf of:			
Company:			
Address:			
Contact No:			

If any additional documentation is attached, a signature and authorisation at Section B and Section C is still required as confirmation that the terms and conditions of this RFQ prevail over any attachments. If the Quotation is not authorised in Section B and Section C, the quotation may be rejected.

Section C: Schedule of Requirements

LOT 1: FURNITURE

Price Schedule

N°	Description	Unit of Issue	Qty	Unit Price - Delivery ARL Rodrigues	Total Price - Delivery ARL Rodrigues
1	Executive Office Desk	Each	1		
2	Office Desk	Each	13		
3	Mobile pedestal with three drawers	Each	13		
4	High Back Executive Chair	Each	14		
5	Visitor Chair	Each	15		
6	Small tables to support Photocopier	Each	2		
7	Conference Table for the Tender Committee	Each	1		
8	Conference Chairs for the Tender Committee Room	Each	10		
9	Tender Box for Tender Committee	Each	1		
10	Lockable filling cabinet with drawers	Each	16		
11	Flip Chart Complete with Accessories	Each	3		
12	White Board approx. 2,500mm x1,500mm	Each	1		
13	White Board approx.1,500mm x1,000mm	Each	2		

LOT 2: OFFICE AMENITIES

Price Schedule

N°	Description		Qty	Unit Price - Delivery ARL Rodrigues	Total Price - Delivery ARL Rodrigues
1	Photocopier with printing and scanning options	Each	2		
2	Projector (for PIU internal use and stakeholder presentation/training)	Each	1		
3	Shredder	Each	1		
4	Office extension cable with multiple sockets points	Each	6		
5	Water dispenser	Each	1		
6	Microwave	Each	1		
7	Kettle	Each	1		
8	Refrigerator	Each	1		
9	Office utensils – Teacups, saucers and spoon	Set of 6	4		
10	Office utensils – Sugar Bowl	Each	2		
11	Office Utensils –Tumblers – Drinking glass	Set of 6	4		

LOT NO 1: FURNITURE

Specifications & Requirements

Item 1 - Executive Office Desk

Item	**Executive Office Desk with three drawers**
Material	Veneered Plywood – thickness 25 mm
Colour	Beech, Teak or similar colour
Size	Top approx. 1,800 mm x 1,000mm and Height – 700 mm

Indicative Photo

Item 2 - Office Desk

Item – Office Desk

Material – Veneered or Laminated plywood – thickness 25 mm

Size – Top approx. 1,500 mm x 1,000 and Height – 700 m mmm

Colour - Beech, Teak or similar colour

Item 3 - Mobile pedestal with three drawers

Item – Mobile pedestal with three drawers

Material – Veneered or Laminated plywood – thickness 25 mm

Size – Top approx. 500 mm x 400 and Height – approx.. 600 mm (To fit under Office Desk - Item 2)

Colour - Beech, Teak or similar colour (Colour should be same colour as proposed for Item 2)

Item 4 - High Back Executive Chair

Item - High Back Ergonomic Executive Chair with Gas lift height adjustment and head rest

and Back tilt facility

Colour – Black

Finish - High quality synthetic leather (PU) (Fabric will not be accepted)

Armrest - Padded Armrest (adjustable type may be accepted)

Base/Frame **–** Five Chromed metal with heavy duty castors

Dimension - (HxWxD) - Approx. 1,200 mm x 700 mm x 750 mm

Indicative Photo

Item 5 – Visitors Chair

Item - Heavy Duty Visitors Chair, with or without armrest

Colour - Black or Dark Grey or Dark Blue

Finish - High quality fabrics

Base/Frame - Metal frame with shoe

Dimension - Seat approx. 500 mm x 500 mm

Indicative Photos

Alternative

Item 6 - Small table to support Photocopier

Item - Small table with table top surface along with open shelf

Material – Galvanised Metal Frame 25 mm x 25 mm (painted black)

Top and Open shelf - Veneered or Laminated plywood – 25 mm thickness

Size – Top approx. 1,200 mm x 800 mm and Height approx. 700 mm – Open shelf approx.

300 mm above floor

Colour - Beech, Teak or similar colour

Indicative Photo

Item 7 - Conference Table for the Tender Committee

Item – Rectangular Conference Table, to accommodate at least 10 Participants

Material – Veneered or Laminated plywood – thickness greater than 25 mm

Size – Top approx. 3,000 mm x 1,800 and Height – 700 mm (**Table top should NOT be flexible**)

Colour - Beech, Teak or similar colour

Indicative Photo

Item 8 - Chairs for the Conference Room

Item – Low Back Ergonomic Chair with Gas lift height adjustment

Colour – Black or Light/Dark Grey

Finish - High quality synthetic leather (PU)

Armrest - Padded Armrest (adjustable type may be accepted)

Base/Frame **–** Five Chromed metal with heavy duty castors

Dimension - Height of back rest from floor level - Approx.1,000 mm x Width - Approx. 600 mm x Depth Approx. 500 mm

Item 9 - Tender Box for Tender Committee

Item – Tender Box

Material – Veneered or Laminated plywood – thickness 25 mm

Size – Top Width approx.700 mm x 600 mm and Height approx. 900 mm

Colour - Beech, Teak or similar colour

Tender Box should be equipped with four castor wheels

Tender Box should be equipped with TWO handles, fixed sideways for ease of handling

Tender Box shall have a door in front or on ONE side (for removal of envelopes), with at least TWO separate heavy duty and reliable locks (Preferably Make Union or Yale)

Tender Box shall have a swinging aperture, (approx. 400 mm x 150 mm), at the top or in front with a handle and lock.

Tender Box shall have a sign plate, (approx. 400 mm x 150 mm) and signage to be golden colour with black wording.

Item 10 - Filling cabinet with three drawers and locks

Item – Filling Cabinet

Material – Metal type painted with scratch free paint

Colour – Cream, Off White or similar colour

Filing Cabinet to be equipped with locks and handles

Item 11 - A0 Flip Chart Complete with Accessories

Item – Movable type Flip Chart

Flip chart should be operating on heavy duty stand with inclining facilities.

Flip Chart should provide for height adjustment

Size of Board – Approx. 1,500 mm x 800 mm

Item 12 - White Board approx. 2,500mm x1,500mm

Item – Wall mounted White Board

Size – 2,500 mm x 1,500 mm

The Successful Bidder shall have to fix the White Board on the wall in the Project Manager's Office, as per his requirements.

Item 13 - White Board on stand

Item – White Board

Size – Approx. 1,300 mm x 900 mm

Optional - Tilting facility

White board to be on stand and movable type

LOT 2: OFFICE AMENITIES

Item 1 - Photocopier with printing and scanning options

Technical Specifications (Minimum Requirements)

Printing Technology	Laser color
AIO Functions	Print, copy, scan, digital send
Print	30 ppm
Print Resolution	600 x 600 dpi
Copy Speed	30 cpm
Copy Features	Reduce/Enlarge: 25 to 200%
Scan Resolution	600 dpi
Scan Speed	30 cpm
Scan Size max ADF	11 x 17 in (297 x 420 mm)
Durability Ratings Monthly page volume	5,000 to 10,000 pages
Paper	A3, A4, A5
Duplex Print Options	Automatic (standard)
Media Types	Paper (plain, light, bond, recycled, mid-weight, heavy, extra heavy, midweight glossy, heavy glossy, extra heavy glossy, cardstock, card glossy), color transparency, labels, letterhead, envelope, preprinted, user-defined
Connectivity Gigabit LAN	USB

Item 2: Projector

Technical Specifications (Minimum Requirements)

Brightness	**1,500–2,000 ANSI lumens.**
Resolution	**1280 × 800 pixels (WXGA)**
Display Technology	**LCD**
Lens	F=1.60
Contrast ratio	16000:1 with Dynamic Color Mode, Normal Power Consumption mode, Wide Zoom setting
Throw Distance	**Standard Throw**
Input/output	**HDMI (v2.0/2.1), USB, and Audio Out**
Color reproduction	Full color, up to 1 billion colors
Focus adjustment	Manual
Zoom adjustment	Digital
Zoom ratio	1.0 to 1.35

Item 3: Shredder

Security Level:	2 - 3
Shred Type	Strip Cut
Shred Size:	1/8" - 1/4"
Sheet Capacity	30 or more
Shredder Speed	17 ft./min. - 22 ft./min
Bin Size	16 - 36 Gallon or more
Throat width	10.25" - 15.25"
Can Shred	Papers, Papers Staples, Staples Paper Clips Paper Clips Credit Cards CDs-DVDs

Item 4: Office extension cable with multiple sockets points

Power Extension Cable	Premium Extension Lead 3M, 6 Socket PDU with Switch LED Strong Vertical Rack, Wall,Desk Mountable, UK Plug 13amp 240v Mains Block Black Cable Wire for Office use.

Item 5: Water dispenser

Capacity:	**20-litre (5-gallon) bottles or mains-fed.**
Cooling System	**Thermostatically controlled To 4'C ~ 12'C,**
Heating System	**Heating by Sheath or Band type heater**
Power Requirements	**Power Supply: 220V AC / 50Hz**
Construction:	**Food-grade Stainless Steel (SS304) tank, ABS plastic body.**
Safety Features:	**Child-safety lock on hot water tap, anti-electric shock protection, and automatic thermostat control**
Refrigerant:	**R134a or R600a.**
Indicators:	**LED indicators for power, heating, and cooling.**

Item 6: Microwave Oven

Power Output	1000W+
Capacity:	1.5–2.2 cu. ft
Voltage/Frequency	220-240V, 50Hz
Dimensions:	Width 15–25", Height 10–15", Depth 12–20".
Magnetron Frequency	Standardized at 2450MHz.
Cooking Technology	
Convection	fan/heating element
Control Panel	Digital (touchpad/display).
Clock	12 H
Kitchen Timer	Yes (99 min 50 min)

Item 7: Kettle

Electric Kettle Specifications

Capacity	**1.7L**
Power/Wattage	**1500W**
Voltage/Frequency	**220-240V at 50/60Hz**
Material	**stainless steel**
Safety Features:	Boil-dry protection (turns off if empty), auto shut-off, and cool-touch exterior (on double-wall models).
Base Type:	360° swivel base for easy handling and cord storage
Weight/Dimensions	**1.6 kg, with average dimensions around**
Boiling Speed:	1500W–2200W

tem 8: Refrigerator

TYPE	TOP MOUNT
CAPACITY	250L
VOLTAGE	220-240 V (50/60 Hz).
COOLING SYSTEM	Frost Free (automatic defrosting).
COMPRESSOR	Inverter Compressor (for energy efficien
SHELVING:	Tempered glass, adjustable
LIGHTING	LED lighting
DOOR:	French Door: Top fridge, bottom freezer, two doors.
Defrost Type	Electric PCB control or manual.
WEIGHT	45.02KG
ENERGY RATING	F
DIMENSION	W555XH1545XD637MM
NO OF SHELF	3
WARRANTY	2Years

Item 9: Office utensils – Tea Cups and saucers set of 6

Set Composition	**6 cups, 6 saucers 6 spoons.**
Material	**Porcelain, Bone China, Ceramic**
Colour	**White**
Function	**Suitable for tea, cappuccino, and espresso**

Item 10: Office utensils – Sugar Bowl

Sugar bowls materials	**Porcelain**
Diameter and height	**8–10 cm**
Capacity	**Standard 300 ml**
Maintenance:	**Dishwasher safe; microwave-safe.**
Colour	**white**

Item 11: Office Utensils –Tumblers – Drinking Glass

Drinking Glass Material	**Glass , crystal , corrosion-resistant**
Capacity	**240–300 ml.**
Height	**125mm**
Width	**72.5mm**
Packing	**6pcs**

General Terms and Conditions

1. Prices

Prices quoted shall be firm and fixed during validity period of quotation and for execution of contract. The prices quoted shall include all costs, where applicable, such as transportation to the location for delivery, assembling on site, appropriate, Sea freight Charges from Mauritius to Rodrigues, appropriate packing, handling, loading, unloading, insurance, or any other costs.

Bidders are informed that the delivery place is Airport Rodrigues Co Ltd – Plaine Corail.

Any expense(s) not mentioned herein, but which needs to be incurred to fulfil the contractual obligations, shall be deemed to be included.

2. Warranty

2.1 The Supplier warrants that the good(s) shall conform to the standards, specifications and related services as defined by Airports of Mauritius Co Ltd in its Request for Quotation subject to any alternative proposal made by the Supplier in response in its bid and as approved by Airports of Mauritius Co Ltd.

2.2 The Supplier undertakes to make good, at its own cost and promptly, any deficiency in the supply of goods and related services.

2.3 The Supplier warrants that the goods to be supplied are new and unused and that it shall attend promptly to any defect in the goods/items as per the warranty conditions mentioned in its offer.

2.4 For all items delivered, the warranty shall be at least six months as from delivery date.

3. Inspection

Airports of Mauritius Co Ltd shall have a reasonable time after delivery of the goods to inspect them and to reject/refuse acceptance of goods not conforming to the Purchase Order; payment for goods pursuant to this Purchase Order shall not be deemed an acceptance of the goods.

4. Payment

Airports of Mauritius Co Ltd undertakes to effect payment within 30 days after supply of the items to its satisfaction and subject to the supplier submitting all required documents. Final payment shall be adjusted to reflect any noncompliance in the execution of the Contract.

5. Delivery

Delivery and/or assembling on site shall be **within 12 weeks** as from date of placement of order.

Delivery location shall be at the Airport of Rodrigues – Plaine Corail Rodrigues and under supervision of ARL Personnel. Based on shipping constraints due to unavailability of vessel to Rodrigues, alternative delivery period and part deliveries may be considered.