



Request for Quotation (RFQ)

1. Synopsis of the Request for Quotation

DAI, implementer of the USAID-funded ATI Project, invites qualified vendors to submit quotations to Supply and Delivery of Laptops and accessories for Public Private Partnership (PPP) Unit for Ministry of Transportation in Luanda Angola, as follows:

RFQ No.	RFQ ATI-058
Issue Date	April 23, 2024
Title	Supply and Delivery of Laptops and accessories for Public Private Partnership (PPP) Unit for Ministry of Transportation in Luanda Angola
Project Name & Email for Submission of Quotes	ATI Project ATI_Procurement@dai.com with a copy to ATI Partnership Team (ATI_PartnershipTeam@atiprogram.com)
Deadline for Receipt of Quotes	4:00PM CAT (5:00PM EAT) on May 7, 2024
Point of Contact	ATI Partnership Team: ATI_Procurement@dai.com
Anticipated Award Type	Firm Fixed Price Purchase Order. <i>Issuance of this RFQ in no way obligates DAI to award a subcontract or purchase order and Bidders will not be reimbursed for any costs associated with the preparation of their quote.</i>
RPQ Requirement	<ul style="list-style-type: none">• Must be Registered and operating in Angola, provide valid business registration documents/Certificate of Incorporation• Company Profile• At least Two (2) Reference Letters/ Contracts for similar work• Itemized Priced Quotation: Attachment A: Price Schedule
Basis for Award	An award will be made to the responsible bidder whose bid is responsive to the terms of the RFQ and is most advantageous to DAI, considering price or/and other factors included in the RFQ. To be considered for award, bidders must meet the requirements identified in Section III, "Determination of Responsibility." Bidders shall submit their best and final price.

2. Request for Quotation

I. RFQ Process and Deadlines

- A. Submission of Questions: Questions must be submitted no later than **4:00 PM CAT (3:00PM EAT) on April 29, 2024**, via email at ATI_Procurement@dai.com. DAI will respond to these questions in approximately one (1) business day.



- B. **Submission of Quotations:** Quotations must be submitted no later than **4:00 PM CAT (5:00PM EST) on May 7, 2024**, via email at ATI_Procurement@dai.com, copying ATI Partnership Team (ATI_PartnershipTeam@atiprogram.com). The subject line of the email should be your organization name, followed by “**Submission under RFQ ATI-058: Supply and Delivery of Laptops and accessories for PPP unit in Luanda Angola**”. Please certify in your submission email a validity period of 60 days for the price(s) provided and include your organization’s Unique Entity ID (UEI via SAM.gov). Please limit file submissions to 10 megabytes or less.
- II. Bidders shall complete Attachment A: Price Schedule template (or similar template).
- III. **Technical Specifications and Requirements for Technical Acceptability:** Refer to Attachment C for full and detailed technical specifications/Scope of Work and requirements for this RFQ.
- A. Supply and Delivery of Laptops and accessories for Public Private Partnership (PPP) Unit for Ministry of Transportation in Luanda Angola
- IV. **Determination of Responsibility:** DAI will not enter into any type of agreement with a supplier/vendor prior to ensuring the vendor’s responsibility. When assessing a vendor’s responsibility, the following factors are taken into consideration: 1. Provide copies of the required business licenses to operate in the host country(ies); 2. Evidence of Unique Entity ID (UEI via SAM.gov); 3. The source, origin and nationality of the services are not from a Prohibited Country (explained below); 4. Ability to comply with required or proposed delivery or performance schedules.
- V. **Unique Entity Identifier (SAM) created in SAM.gov** All U.S. and foreign organizations which receive first-tier subcontracts/ purchase orders with a value of \$30,000 and above are required to obtain a Unique Entity Identifier (SAM) created in SAM.gov number prior to signing of the agreement. You may request Attachment E: Instructions for Obtaining a UEI Number.
- VI. **Compliance with Terms and Conditions:** Bidder shall be aware of the general terms and conditions for an award resulting from this RFQ. The selected Bidder shall comply with all Representations and Certifications of Compliance listed in Attachment B.
- VII. **Procurement Ethics:** By submitting a Quotation, Bidders certify that they have not/will not attempt to bribe or make any payments to DAI employees in return for preference, nor have any payments with Terrorists, or groups supporting Terrorists, been attempted. Any such practice constitutes an unethical, illegal, and corrupt practice and either the Bidders or the DAI staff may report violations to the Toll-Free Ethics and Compliance Anonymous Hotline at +1 855-603-6987, via the DAI website, or via email to FPI_hotline@dai.com.

Attachment A: Price Schedule

Supply and Delivery:

Description	Detailed Technical Requirements	Quantity	Total Amount in (USD)
Laptops	<p>11 Laptops (Recommended HP Elitebook 840 G8 or G9 or equivalent) with the following specifications:</p> <ul style="list-style-type: none"> • 12th or 13th Generation Intel Core i7 processor (VPro) • 16 GB RAM • At least 512 GB SSD Hard Drive • 14-inch Screen Size • Built in Keyboard (English and Portuguese) 	11	
Office Suite Software	<p>Microsoft Office Suite</p> <ul style="list-style-type: none"> • License for 2 years, • Recommended version must be M365 installed on the laptop to be supplied. 	11 (Single User License)	
Wireless Computer Mouse	<p>Bluetooth Wireless computer Mouse,</p> <ul style="list-style-type: none"> • USB Receiver • Battery Powered • Plug and Play Connection 	11	
AC Power Travel plug adaptor	AC Power Travel plug adaptor compatible with the quoted laptops	11	
Headsets	USB Wired Laptop headsets/earphones,	11	
Laptop bags 15.6inch or equivalent for the quoted laptops	<p>Laptop backpack bags</p> <p>15.6inch or equivalent for the quoted laptops</p>	11	
Total Price (Inclusive of all applicable Taxes)			
Delivery Lead Time (Maximum 14 weeks)			

****The total price of equipment are inclusive of all costs to include labor, preparation costs, material costs, transport costs, VAT and any other direct or indirect costs necessary to provide services and deliverables under this project.****



(Insert Vendor Letter Head)

We, the undersigned, provide the attached quote in accordance RFQ ATI-058 dated _____ (submission date) Our attached quote is for the total price of _____ (figure and in words)

I certify a validity period of 60 days for the prices provided in the attached Price Schedule/Bill of Quantities. Our quotation shall be binding upon us subject to the modifications.

We understand that DAI is not bound to accept any quotations it receives.

Authorized Signature:

Name and Title of Signatory:

Name of Firm:

Address:

Telephone:

Email:



Attachment B: Representations and Certifications of Compliance

1. Federal Excluded Parties List - The Bidder Select is not presently debarred, suspended, or determined ineligible for an award of a contract by any Federal agency.
2. Executive Compensation Certification- FAR 52.204-10 requires DAI, as prime contractor of U.S. federal government contracts, to report compensation levels of the five most highly compensated subcontractor executives to the Federal Funding Accountability and Transparency Act Sub-Award Report System (FSRS)
3. Executive Order on Terrorism Financing- The Contractor is reminded that U.S. Executive Orders and U.S. law prohibits transactions with, and the provision of resources and support to, individuals and organizations associated with terrorism. It is the legal responsibility of the Contractor/Recipient to ensure compliance with these Executive Orders and laws. Recipients may not engage with, or provide resources or support to, individuals and organizations associated with terrorism. No support or resources may be provided to individuals or entities that appear on the Specially Designated Nationals and Blocked persons List maintained by the US Treasury (online at www.SAM.gov) or the United Nations Security Designation List (online at: http://www.un.org/sc/committees/1267/aq_sanctions_list.shtml). This provision must be included in all subcontracts/sub awards issued under this Contract.
4. Trafficking of Persons – The Contractor may not traffic in persons (as defined in the Protocol to Prevent, Suppress, and Punish Trafficking of persons, especially Women and Children, supplementing the UN Convention against Transnational Organized Crime), procure commercial sex, and use forced labor during the period of this award.
5. Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions – The Bidder certifies that it currently is and will remain in compliance with FAR 52.203-11, Certification and Disclosure Regarding Payment to Influence Certain Federal Transactions.
6. Organizational Conflict of Interest – The Bidder certifies that will comply FAR Part 9.5, Organizational Conflict of Interest. The Bidder certifies that is not aware of any information bearing on the existence of any potential organizational conflict of interest. The Bidder further certifies that if the Bidder becomes aware of information bearing on whether a potential conflict may exist, that Bidder shall immediately provide DAI with a disclosure statement describing this information.
7. Business Size and Classification(s) – The Bidder certifies that is has accurately and completely identified its business size and classification(s) herein in accordance with the definitions and requirements set forth in FAR Part 19, Small Business Programs.
8. Prohibition of Segregated Facilities - The Bidder certifies that it is compliant with FAR 52.222-21, Prohibition of Segregated Facilities.
9. Equal Opportunity – The Bidder certifies that it does not discriminate against any employee or applicant for employment because of age, sex, religion, handicap, race, creed, color or national origin.
10. Labor Laws – The Bidder certifies that it is in compliance with all labor laws.
11. Federal Acquisition Regulation (FAR) – The Bidder certifies that it is familiar with the Federal Acquisition Regulation (FAR) and is in not in violation of any certifications required in the applicable clauses of the FAR, including but not limited to certifications regarding lobbying, kickbacks, equal employment opportunity, affirmation action, and payments to influence Federal transactions.
12. Employee Compliance – The Bidder warrants that it will require all employees, entities and individuals providing services in connection with the performance of an DAI Purchase Order to comply with the provisions of the resulting Purchase Order and with all Federal, State, and local laws and regulations in connection with the work associated therein.

By submitting a proposal, offerors agree to fully comply with the terms and conditions above and all applicable U.S. federal government clauses included herein and will be asked to sign these Representations and Certifications upon award.



Attachment C: Detailed Technical Specifications

1. Background

The USAID Africa Trade and Investment Southern Africa Buy-in Activity (the Project) is part of the larger USAID Africa Trade and Investment program. The Project, scheduled to run through 2026, is designed to bolster the U.S. Government's ability to boost trade and investment to, from, and within the African continent. The continent-wide program is USAID's flagship effort in support of the Prosper Africa initiative and will expand and accelerate two-way trade and investment between African nations and the United States. Within Southern Africa, USAID Southern Africa is committed to providing technical assistance to the Ministries within the Southern Africa Region more specially Angola.

Project Management, Concessions, and Public Private Partnership (PPP) Unit for Ministry of Transportation Angola:

USAID endeavors to support the Ministry of Transportation in Angola in creating a Project Management, Concessions, and PPP Unit. This initiative is crucial for advancing the implementation of the 20-year National Master Plan for the Transport Sector and Road Infrastructure (NMPTSRI). The NMPTSRI outlines key priorities for transport infrastructure development, including the construction of the CFB-Zambia rail link within the Lobito Corridor, identified as a priority project. The project aims to enhance the Ministry's capacity to effectively manage and supervise concession and PPP projects, leveraging private sector investment to accelerate infrastructure development in Angola.

2. Purpose of Activity

The purpose of this activity is to procure Laptop computers and related equipment for 11 individuals who will be recruited for the PPP unit.

3. Specification of Equipment to be supplied and delivered.

- a. **Procurement of 11 Laptops (Recommended HP EliteBook 840 G8 or G9 or equivalent) with the following specifications:**
 - 12th or 13th Generation Intel Core i7 processor (VPro)
 - 16 GB RAM
 - At least 512 GB SSD Hard Drive
 - 14-inch Screen Size
 - Built in Keyboard (English and Portuguese)
 - Microsoft Office Suite license for 2 years, recommended version must be M365 installed on the laptop to be supplied.
- b. **IT accessories – 11 each of the following:**
 - Wireless Mouse
 - AC Power Travel plug adaptor compatible with the quoted laptops.
 - Laptop headsets/earphones
 - Laptop bags 15.6inch or equivalent for the quoted laptops
- c. **Setup of IT Equipment:**
 - Install and configure all the software and equipment.
 - Ensure compatibility and optimal performance of all IT equipment and accessories.



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- Conduct thorough testing of equipment functionality to identify any issues and ensure seamless operation.
- Troubleshoot and resolve any technical issues encountered during the setup process promptly and efficiently.

4. Timeline

The supply of equipment is expected to be delivered within 2 weeks (14 working Days) of receiving the purchase order to PPP unit contact person located in Luanda, to be provided for in the purchase Order. Payment will be made to the vendor after delivery and acceptance of equipment as per the terms and conditions of the purchase order.