

## **INVITATION TO QUOTE (ITQ)**

**Project: Central Asia Road Links Programme, phase 1 (CARs-1)**

**To: All eligible Suppliers,**

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**Dear Supplier,**

The Kyrgyz Republic has received a financing from the World Bank and intends to apply the proceeds of this financing to eligible payments under the contract for which this Invitation to Quote is issued.

1. The World Bank Investment Projects Implementation Group invites your company to submit your price quotation for the supply of the following goods:
  - (i) Furniture set for the Director (conference table, magazine table, wardrobe closet, glass cases, and desk chair).
  - (ii) Soft furniture set (double sofa and two armchairs)
  - (iii) Set of desk chairs for the staff, set of chairs for visitors
  - (iv) Metal closet

*Information on technical specifications and form of price quotation are attached herewith.*

2. You must quote for each particular unit of goods under this invitation. Price quotations will be evaluated for all units together and contract awarded to the firm offering the lowest evaluated total cost of all units.
3. Your price quotation shall be submitted on **June 15, 2018, 4 p.m. at the latest** by special delivery, facsimile or electronically at the following address:

**World Bank Investment Projects Implementation Group**  
**42 Isanov Street, Room 608, 6/F, MOTR, Bishkek, 720017**  
**Kyrgyz Republic**  
**Phone: +996 312 900 970; +996 312 900893; +996 312 900895**  
**Fax: +996 312 314378**  
**E-mail: [carswbipig@gmail.com](mailto:carswbipig@gmail.com)**

4. The price quotation should be submitted as per the provisions of the Invitation to quote and in accordance with the attached Contract. The attached "Terms and Conditions of Supply" is an integral part of the Contract.
5. **Prices:** The prices shall be indicated in Kyrgyz Som and include all delivery charges, VAT, custom duties and taxes applicable for goods imported in Kyrgyz Republic.
6. **Quotation Evaluation:** Quotations determined to be substantially responsive to the technical specifications will be evaluated by comparison of their prices. The Contract will

be awarded to the quotation offering the lowest evaluated responsive quotation and that meets the required standards of technical specifications. The Supplier shall sign a Contract as per attached form of contract. If the Supplier decides to withdraw his price quotation and rejects to sign a Contract in case of its award will be excluded from the list of potential suppliers for the Project for a period of two years.

7. **Validity of the quotation:** Your quotation should be valid for a period of forty five (45) days from the deadline for submission of quotation.
8. In confirmation of his technical and financial strength, the Supplier shall submit the following documents:
  - Tax clearance certificate and certificate from the Social Insurance Fund confirming that confirming that the Supplier has no outstanding mandatory contributions;
  - Copy of the certificate of the incorporation;
  - Volume of similar supplies with a value of minimum 3 contracts for last 2 years (copies of the contracts);

Please confirm the receipt of this invitation to quote and whether you will submit the price quotation or not.

Sincerely,

K. Chimchikov  
WB IPIG Director

## FORM OF CONTRACT

**THIS CONTRACT for supply of office furniture № CARs/SH-G-02 is concluded on \_\_\_\_\_, \_\_\_\_ 2018, between the World Bank Investment Projects Implementation Group of the Ministry of Transport and Roads of the Kyrgyz Republic (hereinafter referred to as “the Purchaser”) on the one part and \_\_\_\_\_ (hereinafter referred to as “the Supplier”) on the other part.**

WHEREAS the Purchaser has accepted the Bid by the Supplier for the supply of goods under Contract at the sum of \_\_\_\_\_ ( \_\_\_\_\_ ) hereinafter referred to as “the Contract Price”.

NOW THIS AGREEMENT WITNESSES as follows:

1. The following documents shall be deemed to form and be read and construed as part of this Contract:
  - Invitation to Quote;
  - Terms and Conditions of Supply;
  - Technical Specifications.
2. The Supplier hereby concludes a Contract with the Purchaser to execute and complete the supply of goods under the Contract and remedy any defects therein in conformity with the provisions of Contract.
3. The Purchaser hereby covenants to pay the Contract Price in accordance with the Annex “Terms and Conditions of Supply.”

**Signature and seal of the Purchaser:  
FOR AND BEHALF OF**

**Signature and seal of the Supplier:  
FOR AND BEHALF OF**

\_\_\_\_\_  
**Name of Authorized Representative**

\_\_\_\_\_  
**Name of Authorized Representative**

## Terms and Conditions of Supply

Project Name: **Central Asia Road Links Programme, phase 1 (CARs-1)**

Purchaser: World Bank Investment Projects Implementation Group, MOTR KR

### Price Table:

	Description of goods	Technical specifications of goods	Quantity (in pcs)	Unit price	Total price
<b>1</b>	<b>Furniture set for the Director</b>				
1.1	Conference table for visitors		<b>1</b>		
1.2	Glass case		<b>1</b>		
1.3	Wardrobe closet		<b>1</b>		
1.4	Magazine table		<b>1</b>		
<b>2</b>	<b>Soft furniture set</b>				
2.1	Double sofa		<b>1</b>		
2.2	Armchair		<b>2</b>		
<b>3</b>	<b>Chairs for the staff and Directors,</b>				
3.1	Chair for Director		<b>1</b>		
3.2	Chairs for staff		<b>10</b>		
3.3	Chairs for visitors		<b>10</b>		
<b>4</b>	<b>Metal closet</b>		<b>3</b>		
	<b>Total</b>		<b>31</b>		

1. **Fixed Price:** The Contract prices are firm and fixed and are not subject to any adjustments during the Contract performance.
2. The Purchaser reserves the right at the time of Contract signing to increase or decrease the Quantity of procured goods by 15 % without causing any changes to the unit prices or other provisions of the Contract.
3. **Delivery Schedule:** The delivery should be completed during 3 (three) weeks from the date of Contract signing.
4. **Applicable Law and Disputes Resolution:** The Contract shall be interpreted in accordance with the laws of the Kyrgyz Republic.

5. **Payment:** 100 % payment will be made within 10 days after signing the **Statement of Acceptance and Transfer** by the Purchaser against submission of all supporting documents for the payment by the Supplier.
6. **Warranty:** Goods supplied by the Supplier should be covered by Supplier's warranty that will be valid for 12 months from the date of signing the **Statement of Acceptance and Transfer** of goods.
7. **Packaging and Marking Instructions:** Supplier shall provide standard factory-furnished packing of goods required for to prevent their damage or deterioration during transit to their final destination.
8. **Defects:** Defects shall be corrected by the Supplier without any cost to the Purchaser within 21 days from the date of notice by Purchaser.
9. Supplier is responsible for providing insurance in accordance with the laws of the Kyrgyz Republic. Insurance shall cover compensation for loses or damages incurred.
10. The Supplier shall permit the World Bank and/or persons appointed by the World Bank to inspect all accounts and records and to have such accounts and records audited by auditors appointed by the World Bank.
11. If it becomes known to the Purchaser that the Supplier is involved in corrupt, fraudulent, collusive, coercive or obstructive practices during the contract award or contract performance, the Purchaser may terminate the Contract by sending a 14-day prior notification to the Supplier. For the purposes of this clause:
  - "corrupt practice" is the offering, giving, receiving or soliciting, directly or indirectly, of anything of value to influence improperly the actions of another party;
  - "fraudulent practice" is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, a party to obtain a financial or other benefit or to avoid an obligation;
  - "collusive practice" is an arrangement between two or more parties designed to achieve an improper purpose, including to influence improperly the actions of another party;
  - "coercive practice" is impairing or harming, or threatening to impair or harm, directly or indirectly, any party or the property of the party to influence improperly the actions of a party;
  - "obstructive practice" is (1) deliberately destroying, falsifying, altering or concealing of evidence material to the investigation or making false statements to investigators in order to materially impede the World Bank investigation into allegations of a corrupt, fraudulent, coercive or collusive practice; and/or threatening, harassing or intimidating any party to prevent it from disclosing its knowledge of matters relevant to the investigation or from pursuing the investigation, or; (2) acts intended to materially impede the exercise of the World Bank's inspection and audit rights.

12. **Force-Majeure:** The Supplier shall not be responsible for suspension of contractual obligations as a result of an event of Force-Majeure. For purposes of this clause, “Force-Majeure” means an events beyond the control of the Supplier and not involving the Supplier’s fault or negligence and not foreseeable. Such events may include, but not restricted to wars or revolutions, fires, floods, epidemics, quarantine restrictions. If a Force-Majeure situation arises, the Supplier shall promptly notify the purchaser in writing of such condition and the cause thereof.

13. **Failure to Perform:** The Purchaser may cancel the Contract if the Supplier fails to deliver the Goods, in accordance with the above terms and conditions.

Name of Supplier: .....  
Authorized Signature: .....  
Place: .....  
Date: .....

**Annex: Technical Specifications**

The Supplier shall confirm the compliance with the abovementioned requirements. **(in case of deviations, the Supplier shall indicate such deviations).**

**FORM OF QUOTATION**

Date: .....

To: World Bank Investment Projects Implementation Group, MOTR KR  
42 Isanov Street,  
Room 608, 6<sup>th</sup> floor, MOTC  
Bishkek 720017,  
Kyrgyz Republic

We offer to execute the Contract for supply of office furniture № *CARs/Sh-G-02* in accordance with the **Terms and Conditions of Supply** accompanying this Quotation for the Contract Price of \_\_\_\_\_ (*amount in words and numbers*) (\_\_\_\_\_).

We propose to complete the delivery of Goods described in the Contract within a period of \_\_\_\_\_ week(s) from the Date of Contract Signing.

This Quotation and your written acceptance will constitute a binding Contract between us.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the Invitation to quote.

Authorized Signature: .....

Name and Title of Signatory: .....

Name of Supplier: .....

Address: .....

Phone Number: .....

## Technical specifications and the requirements for the furniture

### 1. Set of Office furniture for Director

№	Item and brief description	Technical specifications
1	Conference table	<ul style="list-style-type: none"> <li>• Thickness of the tabletop – minimum 22mm</li> <li>• Dimensions – minimum 2400*1000*745 mm</li> <li>• Materials: Laminated chipboard minimum 1.5 mm of PVC edge should be used for the curved bending edges</li> <li>• Color: preferably brown/upon agreement with the Client</li> </ul>
2	Wardrobe closet (two-leaved)	<ul style="list-style-type: none"> <li>• Thickness of the tabletop - minimum 22mm</li> <li>• Dimensions – minimum 898*430*1982 mm</li> <li>• Materials: Laminated chipboard minimum 1.5 mm of PVC edge should be used for the curved bending edges</li> <li>• Color: preferably brown /upon agreement with the Client</li> </ul>
3	Glass case	<ul style="list-style-type: none"> <li>• Thickness of the tabletop – minimum 22mm</li> <li>• Dimensions – minimum 898*430*1982 mm</li> <li>• Materials: Laminated chipboard minimum 1.5 mm of PVC edge should be used for the curved bending edges</li> <li>• Color: preferably brown/upon agreement with the Client</li> </ul>
4	Magazine table	<ul style="list-style-type: none"> <li>• Толщина столешницы не менее – 22мм</li> <li>• Dimensions – minimum 900*550*446</li> <li>• Materials: Laminated chipboard minimum 1.5 mm of PVC edge should be used for the curved bending edges</li> <li>• Color: upon agreement with the Client</li> </ul>

### 2 . Soft furniture set

№	Item and brief description	Technical specifications
1	Double sofa	<p>General description:                      Lining: Synthetic leather                      Legs: nylon                      Dimensions – minimum:                      1530*930*860 mm</p>

		Color: preferably black/upon agreement with the Client
2	Arm chair	Lining: Synthetic leather Dimensions – 950*850*820 mm Color: preferably black/upon agreement with the Client

### 3. Chairs for Director (1 piece) and staff (10 pcs.), chairs for visitors (10 pcs.)

№	Item and brief description	Technical specifications
1.	<b>Chair for Director (1 pcs.):</b>	<p><b>Lining</b> – Synthetic leather, Material of base, body and armrest – metal; <b>Tilt mechanism:</b> of enhanced comfort with fixation of the chair in several positions, at least two <b>Chair-cross:</b> five-way, chair cross with rollers <b>Overall dimensions (minimum requirements):</b> Width at least 52 cm; Product height 113/122 cm; Height of chair legs 47/56 cm; Length at least 47 cm. Maximum load - minimum 90 kg Weight: 15 - 20 kg; Color: by agreement with the Client/black</p>
2	<b>Chair for staff (10 pcs.)</b>	<p><b>Armrest lining material:</b> Plastic; <b>Mechanism:</b> Spring mechanism for the constant back support; Height of the chair – regulated</p>

		<p><b>Chair-cross:</b> five-way with diameter of the cross at least 500 mm;</p> <p><b>Overall dimensions (minimum requirements):</b>  Height: 95-110 cm;  Width: 55 cm;  Depth: 50 cm;  Backrest (height/width): 55-60/45 cm;  Seat (width/depth): 45/40 cm;  Distance from floor to seat level: 40-55 cm  Lining: backrest – orthopedic mesh  Color: by agreement with the Client  Maximum load - minimum 90 kg</p>
3	<b>Chairs for visitors (10 pcs.)</b>	<p>Frame: chrome-plated or painted metal (color by agreement with the Client);  Soft furnishings: textile/mesh (color by agreement with the Client);</p> <p><b>Overall dimensions (minimum requirements):</b>  Width: 50 cm;  Depth: 60 cm;  Height: 75 cm</p>

#### 4. Metal closet (3 pcs.)

№	Item and brief description	Technical specifications
1.	<b>Metal closet</b>	<p>General description:  Two-cabin closet, each cabin should have minimum 4 installed shelves  Material type: metal  Type of lock: locked with key  Storage capacity: minimum 50 files, 75 mm  Type of lock: locked with key  Height: at least 150 cm;  Width: at least 80 cm;  Depth: at least 37 cm;</p>

		Internal volume: at least 20 liters; Weight: not more than 60 kg; Color: by agreement with the Client
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Proposals must be accompanied by the photos of the furniture proposed.