**Ucom CJSC**

**Procurement of Grand stream Analog VoIP Gateway**

RFP

**Yerevan, 04.09.2023**

**Request for Proposal (RFP)**

**republic of Armenia**

**Ucom CJSC, Procurement of Grand stream Analog VoIP Gateway**

**RFP No: UC – 233607**

# **General Conditions**

## Introduction

Ucom CJSC is a broadband service provider with licenses for voice, international gateway, and Internet services.

This document comprises Ucom CJSC and appears as a Request for Proposal (RFP) for the Procurement of Grandstream Analog VoIP Gateway**.** The purchase order (PO) for the mentioned q-ty 540pcs will be placed immediately after signing the Main contract, expected delivery at December, 2023 year.

This RFP has been issued to obtain all needed technical requirements.

## Targets

Improving FTTH network.

## Requirements

* All equipment supported by the Supplier should be newly manufactured.
* The Supplier shall ship the equipment based on the following delivery terms: Incoterms DAT Yerevan or EXW for international suppliers, and Incoterms DDP Yerevan for local suppliers, including the relevant shipping documents (if needed).
* Required delivery period should be during 30~60 calendar days starting from order placement for each part.
* The Supplier shall provide the supporting documentation, including user manuals in the English language, for its equipment.
* The Supplier shall provide a 12-month warranty starting from the date of the signed Final Acceptance Act/Certificate.

#### Evaluation and Qualification Criteria

This Section includes the criteria to determine the lowest evaluated bid and the qualifications of the Bidder to perform the contract. The supplier and its manufacturer shall meet the following criteria(s):

**If Supplier is manufacturer:**

* Experience on manufactured goods of similar nature and complexity for at least 5 (five) years.

**If supplier is not manufacturer: it՛s manufacturer shall meet the above criteria and the supplier shall meet the following criteria.**

* At least 1 (one) similar contract that have been satisfactorily and substantially completed as a prime contractor or joint venture member. *The similarity shall be based on the physical size, complexity, methods/technology and/or other characteristics described in this RFP. Substantial completion shall be based on 80% or more supplies that have been completed under the contract;*
* Manufacturer’s authorization: A Bidder who does not manufacture an item(s), the Bidder shall provide evidence of being duly authorized by a manufacturer (based on below Manufacturer’s Authorization Form);

# **Price List** – Should be presented total price (including for one unit) in words and figure, as well as the various amounts and the respective currencies.

#### Authorized representatives of the eligible bidder shall be entitled to request clarifications regarding all of the RFP documents by submitting requests by e-mails to: Mr. Hovak Podosyan (hovak.podosyan@ucom.am) and Ms. Mary Stepanyan (mary.stepanyan@ucom.am). Any amendments to the RFP made as a result of a request for clarifications will be sent to all prospective Bidders.

#### At any time prior to the deadline for submission of proposals, Ucom may, for any reason, whether at its own initiative or in response to a clarification requested by a prospective Bidder, amend the RFP, cancel the RFP process, veto any, by Supplier, proposed assigned team member(s) in Supplier’s team. The request for clarification and the response shall be in writing.

#### The Supplier shall bear all its costs for the tendering and RFP process. Ucom shall under no circumstance be liable for any cost for Supplier’s tendering process, regardless of whether or not the Supplier is selected.

#### The proposal prepared by the Bidder and all correspondence, documents, descriptions, and instructions related to the proposal exchanged by the Bidder and Ucom shall be written in Armenian or English.

#### During the proposals evaluation period the Ucom CJSC will request router sample(s), for testing and analyses, which should be provided in the agreed timing (but no longer than 10 calendar days). The Supplier shall bear the cost for the sample(s) provided.

#### The Bidders shall submit their proposals electronically to Mr. Hovak Podosyan (hovak.podosyan@ucom.am) and Ms. Mary Stepanyan (mary.stepanyan@ucom.am), not later than September 28 of 2023 year, 18:00 (Armenia time), and the letter should be clearly marked RFP No: UC- 233607. Later bids may be rejected by the Purchaser.

#### Proposals shall remain valid, at a minimum of 45 (forty-five) days after the deadline date for proposal submission prescribed by the Purchaser. A proposal valid for a shorter period may be rejected by the Purchaser as non-responsive.

#### For evaluation and comparison purposes, the Purchaser shall convert all proposal prices expressed in various currencies and amounts into a single currency AMD, using the selling exchange rate established by the Central Bank of Armenia on the Proposals opening date.

#### The Purchaser shall award the Contract to the Bidder whose bid has been determined to be the lowest evaluated bid and is substantially responsive to the bidding documents, provided further that the Bidder is determined to be qualified to perform the Contract satisfactorily. Other Contract points will be negotiable.

## *This RFP and other related documents (as well as the communication) included are strictly confidential, the “Receiving Party” shall keep confidential and shall not, divulge to any third party any documents, data, or other information. Failure of the Bidder to comply with the request may result in the rejection of its Proposal and further cooperation.*

## *Notwithstanding the above point, the Receiver may furnish Confidential Information of this RFP: (i) to its support service suppliers and their subcontractors and its subcontractor to the extent reasonably required for them to perform their work under their contracts; in which event the Receiving Party shall ensure that the person to whom it furnishes Confidential Information of the Disclosing Party is aware of and abides by the Receiving Party’s obligations under this point as if that person were party to the Contract in place of the Receiving Party.*

 Technical Requirements

|  |  |  |
| --- | --- | --- |
| **Name** | **Unit** | **Q-ty** |
| Grandstream HT814  | pcs | 200 |
| Grandstream GXW4224 FXS Analog VoIP Gateway  | pcs | 20 |
| Grandstream GXW4248 FXS Analog VoIP Gateway  | pcs | 20 |
| Grandstream HT818 8-port VoIP gateway  | pcs | 300 |

Manufacturer’s Authorization

*[The Supplier shall require the Manufacturer to fill in this Form in accordance with the instructions indicated. This* *letter of authorization should be on the letterhead of the Manufacturer and should be signed by a person with the proper authority to sign documents that are binding on the Manufacturer. The Bidder shall include it in its bid]*

Date: *[insert date (as day, month and year) of Bid Submission]*

RFP No: UC – 233607: *[insert number of bidding process]*

To: *Ucom CJSC*

WHEREAS

We *[insert complete name of Manufacturer],* who are official manufacturers of*[insert type of goods manufactured],* having factories at [insert full address of Manufacturer’s factories], do hereby authorize *[insert complete name of Bidder]* to submit a bid the purpose of which is to provide the following Goods, manufactured by us *[insert name and or brief description of the Goods],* and to subsequently negotiate and sign the Contract.

We hereby extend our full guarantee and warranty in accordance with RFP requirements, with respect to the Goods offered by the above firm.

Signed: *[insert signature(s) of authorized representative(s) of the Manufacturer]*

Name: *[insert complete name(s) of authorized representative(s) of the Manufacturer]*

Title: *[insert title]*

Dated on \_\_\_\_\_\_\_\_\_\_\_\_ day of \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_, \_\_\_\_\_\_\_ *[insert date of signing]*

**End of RFP**