

Invitation-to-Bid

Dear Sir / Madam,

Name and address of Company:	Date 19 th October 2017
	Reference: Invitation to submit quotation for Camera traps

We would like to invite you to submit your quotation for the following items in a **sealed envelope** or **via email** to following address clearly indicating above tender reference:

WWF Việt Nam D13 Thang Long Intl Village
Cau Giay, Hanoi, Vietnam
Tel: +84 24 37193049/Fax: +84 24 37193048

Attn: Ms. Le Thi Thu / email: thu.lethi@wwfgreatermekong.org

Deadline for submission is 17:00 on 29th Oct 2017, Hanoi Time. Late bids will be declared invalid.

A - Technical specifications and quantities

Item	Description	Quantity
1	Reconyx body (see detailed specifications in Annex 2)	60
2	Hyperfire security enclosure (see detailed specifications in Annex 2)	60
3	Python Professional cable (see detailed specifications in Annex 2)	60
4	Memory card (see detailed specifications in Annex 2)	60

B - Terms of the tender (WWF)

Delivery Place	D13 Thang Long International Village, Cau Giay district, Hanoi, Vietnam
Delivery time	10 days since the contract's effective date
Payment terms	Bank transfer
Validity of quotation	03 months (since the day WWF receiving the quotation)
Lowest bid	WWF reserves the right not to accept the lowest bid (quality assurance will also be a consideration)

Non-acceptance	WWF reserves the right not to accept any bid (and to either re-advertise the bid or cancel the process entirely)
Penalty	WWF reserves the right for penalties in case of late delivery (up to 10% of total contract amount)

C - Requirements the Bidders

Interested bidders are kindly requested to send bidding proposal in English with following information:

<u>Requirements</u>	<u>Notes</u>
Detailed description of the offered item	Follow required information in Annex 2
Price quotation	Include all unit prices, overall price, and other related cost (transportation, logistic, tax etc.)
Details on delivery	Indicate timing for delivery, deliver method (by train, truck etc.)
Discount policy	Indicate if there is discount on quantity or early payment
Details on any warranty/guarantee conditions	Indicate the warranty place and warranty conditions
Details on after-sales and post-warranty services	Indicate this term
In-country presence	Indicate if there is branch offices in Vietnam
Requirement for advance payment value	Not applicable as pay 100% after delivery
Authorized geographic code for original country source of goods	- United States - Vietnam - Developing countries (excluded advanced developing countries) Please see Annex 3 for list of advanced developing countries

E – Other Information

<u>Rejection Rules</u>	<u>Selection Criteria</u>
After opening of the bids they are examined for completeness, for compliance with the bidding documents and for conformity with the specifications. Bids are generally rejected if:	Generally, WWF will select a supplier based on the best-value-for-money principle taking the following criteria into account.
- A bid is received after the closing date	- Technical compliance
- A bid fails to comply with the bidding documents in material respect, e.g. with the general conditions of major technical specifications;	- Quality assurance
- A bid contains major reservations or restrictions; or	- Best Price quotation
- A bid lacks the declaration of undertaking (see Annex 1 – declaration)	- Delivery time
	- Quantity

Annex 1

Letter head

Quotation of the bidder

I herewith undersign that my bid is in full compliance with above outlined technical specifications.

My bid deviates from above mentioned technical specifications as detailed in table below.

Name title, date

Item	Description	Quantity	Unit Price/currency	Amount
	Sub Total			
	Tax			
	Shipping fee (if any)			
	Total			

Comments:

Annex 2

SPECIFICATIONS

Description	Specifications
Reconyx Outdoor HC550	
Primary Application	Scouting
Image Resolution	1080P High Definition or 3.1 Mega-pixel
Illumination	White Flash Color LED
Flash Range	Up to 30 feet
Dimensions	5.5"H x 4.5"W x 3"D
Image Detail	Color by day, Color LED by night
Trigger Speed	1/5th second
Photos per Trigger	1, 2, 3, 5, or 10 images per trigger
Battery Life	Up to 40,000 images
Battery Quantity	Size: 12 AA
Memory Card Type	Secure Digital (SD® or SDHC®)
Memory Card Capacity	Up to 32GB
Hyperfire security enclosure	
	Custom fit Security Enclosure for all HyperFire Series cameras 16 gauge steel with weather resistant powder coat finish Includes 4 lag bolts for mounting Dimensions: 7" tall, 5.5" wide, 3.5" deep



WWF *for a living planet*

Python Professional	
	a larger locking mechanism and 3/8" cable with a length of 6 feet.
Memory Card	
	Sandisk Ultra 8GB SD Card



WWF *for a living planet*

Annex 3

Advanced developing countries are excluded from USAID Principal Geographic Code 937 except for the procurement of commodities and services when part of any assistance to such country (i.e., where such country is the “cooperating/recipient country” under Code 937).

Albania	Ecuador	Namibia
Algeria	Gabon	Palau
American Samoa	Grenada	Panama
Antigua and Barbuda	Iran, Islamic Rep.	Peru
Argentina	Jamaica	Romania
Azerbaijan	Jordan	Russian Federation
Belarus	Kazakhstan	Serbia
Bosnia and Herzegovina	Latvia	Seychelles
Botswana	Lebanon	South Africa
Brazil	Libya	St. Kitts and Nevis
Bulgaria	Lithuania	St. Lucia
Chile	Macedonia, FYR	St. Vincent and the Grenadines
China	Malaysia	Suriname
Colombia	Maldives	Thailand
Costa Rica	Mauritius	Tunisia
Cuba	Mayotte	Turkey
Dominica	Mexico	Uruguay
Dominican Republic	Montenegro	Venezuela, RB