



IOM International Organization for Migration
 OIM Organisation Internationale pour les Migrations
 OIM Organización Internacional para las Migraciones
[\[insert Mission Address\]](#)

REQUEST FOR QUOTATIONS (RFQ) AND GENERAL INSTRUCTION TO SUPPLIERS (GIS)¹

To : _____
 Project: Supply, Delivery and Installation of Thermal Cameras for Afghan Border Police
 to be procured as part of IBM Support
 Ref. No.: AF20-1395
 Date : 06-July-2020

The International Organization for Migration (**IOM**) is an intergovernmental organization established in 1951 and is committed to the principle that humane and orderly migration benefits both migrants and society.

In the framework of MMD Program, the IOM invites interested eligible Suppliers to submit Quotations for the Supply, Delivery and Installation of Thermal Cameras for Afghan Border Police.

Item No.	Item Description	Quantity	Unit
1	Temperature Screening Thermographic Bullet Camera with NVR. 21” Monitor, tripod connection and tripod adapter according to specifications attached as (Annex C)	12	Each
2	Delivery + Installation Charges as per the attached List as (Annex E)	12	Each

With this RFQ is the GIS which include the Instructions to Suppliers, Technical Specifications and administrative requirements that Suppliers will need to follow in order to prepare and submit their quotation for consideration by IOM.

IOM reserves the right to accept or reject any quotation, and to cancel the procurement process and reject all quotations at any time prior to award of Purchase Order or Contract, without thereby incurring any liability to the affected Supplier/s or any obligation to inform the affected Supplier/s of the ground for IOM’s action.

Very truly yours,

IOM Kabul Procurement Unit

GENERAL INSTRUCTION TO SUPPLIERS (GIS)

1. Description of Goods

IOM request prospective suppliers to submit quotation for the Supply, Delivery and Installation of Thermal Cameras for Afghan Border Police.

Item No.	Item Description	Quantity	Unit
1	Temperature Screening Thermographic Bullet Camera with NVR. 21” Monitor, tripod connection and tripod adapter according to specifications attached as (Annex C)	13	Each
2	Delivery + Installation Charges as per the attached List as (Annex E)	13	Each

2. Corrupt, Fraudulent, and Coercive Practices

IOM requires that all IOM Staff, manufacturers, suppliers or distributors, observe the highest standard of ethics during the procurement and execution of all contracts. IOM shall reject any proposal put forward by Suppliers, or where applicable, terminate their contract, if it is determined that they have engaged in corrupt, fraudulent, collusive or coercive practices. In pursuance of this policy, IOM defines for purposes of this paragraph the terms set forth below as follows:

- Corrupt practice means the offering, giving, receiving or soliciting, directly or indirectly, of any thing of value to influence the action of the Procuring/Contracting Entity in the procurement process or in contract execution.
- Fraudulent practice is any act or omission, including a misrepresentation, that knowingly or recklessly misleads, or attempts to mislead, the Procuring/Contracting Entity in the procurement process or the execution of a contract, to obtain a financial gain or other benefit to avoid an obligation;
- Collusive practice is an undisclosed arrangement between two or more bidders designed to artificially alter the results of the tender procedure to obtain a financial gain or other benefit;
- Coercive practice is impairing or harming, or threatening to impair or harm, directly or indirectly, any participant in the tender process to influence improperly its activities in a procurement process, or affect the execution of a contract

3. Conflict of Interest

All Suppliers found to have conflicting interests shall be disqualified to participate in the procurement at hand. A Supplier may be considered to have conflicting interest under any of the circumstances set forth below:

- A Supplier has controlling shareholders in common with another Supplier;
- A Supplier receives or has received any direct or indirect subsidy from another Supplier;
- A Supplier has the same representative as that of another Supplier for purposes of this quotation;
- A Supplier has a relationship, directly or through third parties, that puts them in a position to have access to information about or influence on the Quotation of another or influence the decisions of the Mission/Procuring Entity regarding this quotation process;
- A Supplier submits more than one Quotation in this Quotation process;
- A Supplier who participated as a consultant in the preparation of the design or technical specifications of the Goods and related services that are subject of this quotation process.

4. Eligible Suppliers

Only Suppliers that are determined to be qualified shall be considered for award. The Supplier shall fill up and submit the standard IOM Vendor Information Sheet (VIS) (Annex III) to establish their eligibility together with the Quotation.

5. Cost of Preparing the Quotation

The Supplier shall bear all costs associated with the preparation and submission of his Quotation and IOM will not in any case be responsible and liable for the costs incurred.

6. Errors, omissions, inaccuracies and clarifications

The documents and forms requested for the purpose of soliciting Quotations shall form part of the Contract; hence care should be taken in completing these documents.

Suppliers shall not be entitled to base any claims on errors, omissions, or inaccuracies made in the Quotation Documents.

Suppliers requiring any clarifications on the content of this document may notify the IOM in writing at the following address.

iomkابلprocurement@iom.int

IOM will respond to any request for clarification received on or before **July 09, 2020 04:PM**. Copies of the response including description of the clarification will be given to all Suppliers who received this General Instruction, without identifying the source of the inquiry.

7. Confidentiality and Non-Disclosure

All information given in writing to or verbally shared with the Supplier in connection with this General Instruction is to be treated as strictly confidential. The Supplier shall not share or invoke such information to any third party without the prior written approval of IOM. This obligation shall continue after the procurement process has been completed whether or not the Supplier is successful.

8. IOM's Right to Accept any Quotation and to Reject any and all Quotations

IOM reserves the right to accept or reject any Quotation, and to cancel the procurement process and reject all Quotations, at any time prior to award of contract, without thereby incurring any liability to the affected Supplier/s or any obligation to inform the affected Supplier/s of the ground for IOM's action.

9. Requirements

9.1 Quotation Documents

The following shall constitute the Quotation Documents to be submitted by the Suppliers:

- a.) Quotation Form (Annex A)
- b.) Price Schedule Form (Annex B)
- c.) Technical Specifications Form (Annex C)
- d.) Vendor Information Sheet (Annex D)
- e.) List of delivery locations (Annex E)
- f.) Valid Business License

Suppliers are required to use the forms provided as Annexes in this document.

9.2 Quotation Form

The Quotation Form (Annex A) and other required documents shall be duly signed and accomplished and typewritten or written in indelible ink. Any correction made to the prices, rates or to any other information shall be rewritten in indelible ink and initialed by the person signing the Quotation Form.

The language of the Quotation shall be in **English** and prices shall be quoted in **USD** exclusive of VAT.

Prices quoted by the Supplier shall be fixed during Supplier performance of the contract and not subject to price escalation and variation on any account, unless otherwise approved by IOM. A submitted quotation with an adjustable price quotation will be treated as non responsive and will be rejected.

9.3 Validity of Quotation Price

The Quotation shall remain valid for a minimum period of 45 Working Days, after the deadline for submission.

In exceptional circumstances, prior to expiry of the period of validity of quotations, IOM may request that the Suppliers extend the period of validity for a specified additional period. The request and the response there to shall be made in writing. A supplier agreeing to the request will not be required or permitted to modify its quotation.

9.4 Documents Establishing Supplier's Eligibility and Qualification

The Supplier shall furnish, as part of its Quotation, documents establishing the Supplier's eligibility to submit Quotation and its qualifications to perform the contract if its Quotation is accepted. The IOM's standard Vendors Information Sheet (Annex D) shall be used for this purpose.

In the case of a Supplier not doing business within the Mission's country, the Supplier is or will be (if awarded the contract) represented by an Agent in that country equipped, and be able to carry out the Supplier's maintenance, repair and spare parts-stocking obligations prescribed in the Conditions of Contract and/or Technical Specifications.

10. Submission of Quotation Documents

Quotation must be submitted in a sealed envelope. The Supplier must seal the original and copy of the Quotation Documents as stated in item 9.1 (Quotation Documents) and shall be addressed to: Procurement Unit IOM Kabul House # 28, Street# 3, Ansari Square, Shahr-e-Naw, Kabul,(opposite to German Clinic)-Kabul, Afghanistan.

Quotation shall be submitted by Hand Delivery to the above address on or before **13 July 2020 before 03:00 PM**. Late Quotations will not be accepted.

11. Opening of Quotations.

At the indicated time and place, the opening of Quotations shall be carried out by IOM in the presence of the bid opening committee.

12. Acceptance of Quotations.

IOM is not bound to take an immediate decision on the acceptability or unacceptability of Quotations at the time of their opening.

13. Rejection of Quotations

Quotation can be rejected for the following reasons:

- (a) the Quotation is not presented in accordance with this General Instruction;
- (b) the Quotation Form or any document which is part of the Quotation Document is not signed;
- (d) the Supplier is currently under list of blacklisted suppliers;
- (e) the Supplier offer imposes certain basic conditions unacceptable to IOM

IOM is not bound to accept any offer received and reserves the right to waive any minor defect in an offer, provided, however, that such minor defect does not modify the substance of the offer and does not change the relative ranking of the Suppliers.

14. Evaluation of Quotations

IOM shall evaluate and compare the Quotations on the basis of the following:

- (a) Completeness and responsiveness of the documents mentioned in 9.1
- (b) Compliance with technical specifications including delivery requirement
- (c) Price

Arithmetical errors will be corrected on the following basis. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and quantity, the unit price shall prevail, and the total price shall be corrected. If the Supplier does not accept the correction of the errors, its Quotation will be rejected. If there is a discrepancy between words and figures, the amount in words will prevail.

15. Post Qualification

Prior to award, post-qualification will be carried out by IOM to further determine the selected Supplier's technical and financial capability to perform the contract. IOM shall verify and validate any documents/information submitted and shall conduct ocular inspection of the office, plant and equipment.

16. Award of Contract

The Supplier that has submitted the lowest evaluated Price, substantially responsive to the requirements of this General Instruction and who has been determined to be qualified to perform the contract shall be selected and awarded with the purchase order.

17. Delivery Site and Period of Delivery

The goods should be delivered at the to the delivery sites specified in (Annex E)

Delivery period shall be within 10 working days upon signing of the Purchase Order or Contract. In case you can not compile with above delivery time, please indicate your own delivery time.

18. Liquidated Damages

If the Supplier fails to deliver any or all of the goods within the period specified in Clause 17 above, a penalty payment of 0.1% of the price of the undelivered goods for every day of breach of the delivery schedule by the Supplier will be requested.

19. Payment

Payment shall be made only upon IOM's acceptance of the goods, and upon IOM's receipt of invoice describing the goods delivered

20. Warranty

Warranty shall be quoted based on the standard warranties provided by the manufacturer unless specified in the Technical Specifications of this General Instruction. A Warranty Certificate shall be provided by the Supplier.

21. Settlement of Dispute

The United Nations Commission on International Trade Law (UNCITRAL) arbitration rules will apply for any dispute, controversy or claim that will arise in relation to the procurement process.

QUOTATION FORM

Date : _____

To : _____

Having examined the General Instruction for the Supply and Delivery of *[insert description of goods]*, the receipt of which is hereby duly acknowledge, I, representing *[name of company]* offer to supply and deliver the requested goods in conformity with the General Instruction for the total amount of *[total bid amount in words and figures and currencies]* in accordance with the Price Schedule (Annex B) which is herewith attached and form part of this Quotation.

I undertake if my offer is accepted, to deliver the goods in accordance with the delivery schedule set out in the Price Schedule.

I agree to abide by this Quotation for the Validity Period specified in the General Instruction which may be accepted at any time before the expiration of that period.

Until a formal contract is prepared and executed, this Quotation Form, together with your Notice of Award shall constitute a binding agreement between us.

I hereby certify that this Quotation complies with the requirements stipulated in the General Instruction.

Dated this _____ day of _____ 20_____.

[signature over printed name] *[in the capacity of]*

Duly authorized to sign Quotation for and on behalf of
_____ *[name of company]*

PRICE SCHEDULE FORM

PROJECT TITLE : Supply, Delivery and Installation of Thermal Cameras

LOCATION : Afghanistan National Border Police

REF NO : AF20-1395

ITEM NO.	ITEM DESCRIPTION	COUNTRY OF ORIGIN	QUANTITY	UNIT	UNIT PRICE	TOTAL PRICE	DELIVERY SCHEDULE	DELIVERY SITE /FINAL DESTINATION
TOTAL								

Suppliers authorized signature over printed name

TECHNICAL SPECIFICATIONS

Ref No. AF20-1395	
Item Description: Temperature Screening Thermographic Bullet Camera	
IOM'S SPECIFICATIONS	BIDDER'S SPECIFICATIONS
<p>Key Feature:</p> <ul style="list-style-type: none"> ● 384 × 288 high resolution in thermal channel, high sensitivity sensor ● Temperature range: 30°C to 45°C; temperature accuracy: ±0.5 °C ● Reliable temperature exception alarm function ● 4MP resolution in optical channel ● 3D DNR, image detail enhancement <p>Thermal Module</p> <ul style="list-style-type: none"> ● Image Sensor Vanadium Oxide Uncooled Focal Plane Arrays ● Max. Resolution 384 × 288 ● Pixel Interval 17µm ● Response Waveband 8 µm to 14 µm ● NETD (Noise Equivalent Temperature Difference) ≤ 40 mk (@25 °C, F# = 1.0) ● Lens (Focal Length) 13 mm ● IFOV 1.3mrad Field of View 28,8° × 21.6° (H × V) ● Min. Focusing Distance 2 m ● Aperture F 1.0 <p>Optical Module</p> <ul style="list-style-type: none"> ● Max. Image Resolution 2688 × 1520 ● Image Sensor 1/2.7" Progressive Scan CMOS ● Min. Illumination Color: 0.0089 Lux @ (F1.6, AGC ON), B/W: 0.0018 Lux @ (F1.6, AGC ON) ● Shutter Speed 1 s to 1/100,000 s ● Lens (Focal Length) 6 mm ● Field of View 51.7° × 28° (H × V) ● WDR 120 dB ● Day & Night IR cut filter with auto switch <p>Image Function</p> <ul style="list-style-type: none"> ● Bi-spectrum Image Fusion Display the details of optical channel on thermal channel ● Picture in Picture Display partial image of 	

thermal channel on the full screen of optical channel

Smart Function

- Temperature Measurement
3 temperature measurement rule types, 21 rules in total (10 points, 10 areas, and 1 line).
- Temperature Range 30 °C to + 45 °C
- Temperature Accuracy ± 0.5 °C

Infrared

- IR Distance Up to 50 m
- IR Intensity and Angle Automatically adjusted

Network

- Mainstream
Optical: 50 Hz: 25 fps (2688 \times 1520, 1920 \times 1080, 1280 \times 720) 60 Hz: 30 fps (2688 \times 1520, 1920 \times 1080, 1280 \times 720)
Thermal: 25 fps (1280 \times 720, 704 \times 576, 640 \times 480, 352 \times 288, 320 \times 240)
- Sub-stream
Optical: 50 Hz: 25 fps (704 \times 576, 352 \times 288, 176 \times 144) 60 Hz: 30 fps (704 \times 480, 352 \times 240, 176 \times 120) Thermal: 25 fps (704 \times 576, 352 \times 288, 320 \times 240)
- Video Compression H.265/H.264/MJPEG
- Audio
Compression G.711u/G.711a/G.722.1/MP2L2/G.726/PCM
- Protocols
IPv4/IPv6, HTTP, HTTPS, 802.1x, Qos, FTP, SMTP, UPnP, SNMP, DNS, DDNS, NTP, RTSP, RTCP, RTP, TCP, UDP, IGMP, ICMP, DHCP, PPPoE
- Simultaneous Live View Up to 20
- User/Host Level Up to 32 users, 3 levels: Administrator, Operator, User
- Security Measures
User authentication (ID and PW), MAC address binding, HTTPS encryption, IEEE 802.1x access control, IP address filtering

Integration

- Alarm Input 2-ch inputs (0-5 VDC)
- Alarm Output 2-ch relay outputs, alarm response actions configurable
- Alarm Action SD recording/relay output/smart capture/FTP upload/email linkage
- Audio Input 1, 3.5 mm Mic in/Line in

interface. Line input: 2 to 2.4 V [p-p],
output impedance: 1 K Ω \pm 10%

- Audio Output Linear level, impedance: 600 Ω
- Reset 1, Reset Button
- Communication Interface 1, RJ45 10M/100M self-adaptive Ethernet interface. 1, RS-485 interface
- SD Memory Card
- Built-in micro SD card slot, support Micro SD/SDHC/SDXC card (up to 256 GB) Supports manual/alarm recording
- Application Programming
- Open-ended API, support ISAPI, HIKVISION SDK and third-party management platform, ONVIF (Profile S, Profile G, Profile T)
- Client iVMS-4200, Hik-Connect
- Web Browser IE 8-11, Chrome 41-44, Firefox 30-51

General

- Menu language
32 languages English, Russian, Estonian, Bulgarian, Hungarian, Greek, German, Italian, Czech, Slovak, French, Polish, Dutch, Portuguese, Spanish, Romanian, Danish, Swedish, Norwegian, Finnish, Croatian, Slovenian, Serbian, Turkish, Korean, Traditional Chinese, Thai, Vietnamese, Japanese, Latvian, Lithuanian, Portuguese (Brazil)
- Power
24 VAC \pm 25%, 12 VDC \pm 25%, two-core terminal block PoE (802.3af, class 3)
- Power Consumption
18 VAC to 30 VAC: 0.38 A to 0.22 A, max. 9 W 9 VDC to 15 VDC: 0.63 A to 1.06 A, max. 9 W PoE (802.3af, class 3): 44 V to 57 V, 0.22 A to 0.17 A, max. 9.5 W
- Working Temperature/Humidity
Temperature: 10 $^{\circ}$ C to 35 $^{\circ}$ C (Indoor and windless environment use only)
Humidity: 95% or less
- Protection Level
IP66 Standard TVS 6000V lightning protection, surge protection, voltage transient protection Dimensions 376.1 mm \times 119.1 mm \times 118.1 mm (14.81" \times

<p>4.68" × 4.65")</p> <ul style="list-style-type: none"> • Weight Approx. 1.82 kg (4.01 lb) <p>Dimension</p> <p>376.1mm (14.81")</p> <p>312.9mm (12.32")</p> <p>113mm (4.45")</p> <p>208.5mm (8.21")</p> <p>119.1mm (4.69")</p> <p>118.1mm (4.65")</p>	
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Annex D

VENDORS INFORMATION SHEET (VIS)

[insert here IOM Standard Vendors Information Sheet (VIS) and other required eligibility requirement if any]

VENDOR INFORMATION SHEET (VIS)

Name of the Company _____

Address Leased Owned Area: _____sqm

House No _____

Street Name _____

Postal Code _____

City _____

Region _____

Country _____

Contact Numbers/Address

Telephone Nos. _____ Contact Person: _____

Fax No. _____

E mail Address _____ Website: _____

Location of Plant/Warehouse Leased Owned Area: _____sqm

Business Organization Corporation Partnership Sole Proprietorship

Business License No.: _____ Place/Date Issued: _____ Expiry Date _____

No. of Personnel _____ Regular _____ Contractual/Casual _____

Nature of Business/Trade

<input type="checkbox"/> Manufacturer	<input type="checkbox"/> Authorized Dealer	<input type="checkbox"/> Information Services
<input type="checkbox"/> Wholesaler	<input type="checkbox"/> Retailer	<input type="checkbox"/> Computer Hardware
<input type="checkbox"/> Trader	<input type="checkbox"/> Importer	<input type="checkbox"/> Service Bureau
<input type="checkbox"/> Site Development/ Construction	<input type="checkbox"/> Consultancy	<input type="checkbox"/> Others _____

Number of Years in business: _____
Complete Products & Services

Payment Details

Payment Method Cash Check Bank Transfer Others

Currency Loc.Currency USD EUR Others

Terms of Payment 30 days 15 days 7 days upon receipt
of invoice

Advance Payment Yes No % of the Total PO/Contract

Bank Details:

Bank Name _____
Bldg and Street _____
City _____

Country _____
 Postal Code _____
 Country _____
 Bank Account Name _____
 Bank Account No. _____
 Swift Code _____
 Iban Number _____

Key Personnel & Contacts (Authorized to sign and accept PO/Contracts & other commercial documents)

Name	Title/Position	Signature
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Companies with whom you have been dealing for the past two years with approximate value in US Dollars:

Company Name	Business Value	Contact Person/Tel. No.
_____	_____	_____
_____	_____	_____
_____	_____	_____
_____	_____	_____

Have you ever provided products and/or services to any mission/office of IOM?

Yes No

If yes, list the department and name of the personnel to whom you provided such goods and/or services.

Name of Person	Mission/Office	Items Purchased
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Do you have any relative who worked with us at one time or another, or are presently employed with IOM? If yes, kindly state name and relationship.

Trade Reference

Company	Contact Person	Contact Number
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Banking Reference

Bank	Contact Person	Contact Number
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REQUIREMENTS CHECK LIST

Please submit the following documents together with the Information Sheet:

No.	Document	For IOM use only	
		Submitted	Not Applicable
1	Company Profile (including the names of owners, key officers, technical personnel)		
2	Company's Articles of Incorporation, Partnership or Corporation, whichever is applicable, including amendments thereto, if any.		
3	Certificate of Registration from host country's Security & Exchange Commission or similar government agency/department/ministry		
4	Valid Government Permits/Licenses		
5	Audited Financial Statements for the last 3 years*		
6	Certificates from the Principals (e.g. Manufacturer's Authorization, Certificate of Exclusive Distributorship, Any certificate for the purpose, indicating name, complete address and contact details)		
7	Catalogues/Brochures		
8	List of Plants/Warehouse/Service Facilities		

9	List of Offices/Distribution Centers/Service Centers		
10	Quality and Safety Standard Document / ISO 9001		
11	List of all contracts entered into for the last 3 years (indicate whether completed or ongoing) *		
12	Certification that Non-performance of contract did not occur within the last 3 years prior to application for evaluation based on all information on fully settled disputes or litigation		
13	For Construction Projects: List of machines & equipment (<i>include brand, capacity and indication if the equipment are owned or leased by the Contractor</i>)		

* For Competitive Biddings, number of years may increase depending on the estimated contract amount.

** Indicate if an item is not applicable. Failure to provide any of the documents mentioned above will result in automatic "failed" rating.

I hereby certify that the information above are true and correct. I am also authorizing IOM to validate all claims with concerned authorities.

Received by:

Signature

Printed Name

Position/Title

Date

Signature

Printed Name

Position/Title

Date

Thermal Cameras Delivery Locations

#	Description	Delivery Location	Quantity	Unit	IOM Expected Delivery + Installation time	Supplier expected Delivery + Installation time
1	Thermal Camera	Hamid Karzai International Airport (HKIA)	1	Each	10 Working Days	
2	Thermal Camera	Mazar Sharif International Airport	1	Each	10 Working Days	
3	Thermal Camera	Kandahar International Airport	1	Each	10 Working Days	
4	Thermal Camera	Herat International Airport	1	Each	10 Working Days	
5	Thermal Camera	Islam Qala border crossing point	1	Each	10 Working Days	
6	Thermal Camera	Torghandi border crossing point	1	Each	10 Working Days	
7	Thermal Camera	Torkham border crossing point	1	Each	10 Working Days	
8	Thermal Camera	Spin Boldak border crossing point	1	Each	10 Working Days	
9	Thermal Camera	Hairatan border crossing point	1	Each	10 Working Days	
10	Thermal Camera	Abu Nasr Farahi border crossing point	1	Each	10 Working Days	
11	Thermal Camera	Pol e Abrishum border crossing point	1	Each	10 Working Days	
12	Thermal Camera	Shir khan border crossing point	1	Each	10 Working Days	
13	Thermal Camera	Aqina border crossing point	1	Each	10 Working Days	

