 **August 4, 2020**

You are invited to submit a quotation for the provision of the LAPTOP COMPUTERS in accordance with the requirement of the following REQUEST FOR QUOTATION (RFQ).

**Requesting Agency: Grain Research and Innovation (GRAIN)**

**Point of Contact (POC)**

Name: Ahmad Parwiz Shiwa

Position: Operations and Logistics Manager

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**Return completed signed and stamped quote to agency requestor no later than 04:00 PM on Thursday, August 13, 2020. (Afghanistan Time)**

**Vendor Name:**

**Point of Contact (POC):**

**Address:**

**E-mail:**

**Phone#:**

The Grain Research and Innovation (GRAIN) project is a five-year Ministry of Agriculture, Irrigation, and Livestock initiative aimed at bolstering Afghanistan's wheat sector. Primary goals include building effective in-country agricultural research capacity to provide wheat producers with the knowledge, inputs, and technologies needed to increase yields, reduce postharvest losses, enhance grain nutritional and milling quality, reduce susceptibility to disease, drought, and pests, minimize financial risks, and manage and sustain limited natural resources. GRAIN will focus upon building the capacity of Afghan scientific researchers to conduct and manage research on wheat and cereals, setting the stage for the development of an in-country wheat research system that responds to the needs of farmers and the private sector.

GRAIN works through the Ministry and Directorates of Agriculture, Irrigation and Livestock (MAIL/DAIL), and the Agricultural Research Institute of Afghanistan (ARIA). GRAIN is funded by USAID and implemented by Michigan State University's (MSU) Global Center for Food Systems Innovation (GCFSI), which addresses critical pressures on the world's food supply by creating, testing, and enabling the scaling of solutions.

The Grain Research and Innovation Project is seeking to find a vendor to provide 50 Laptop Computers with the details and quantity mentioned in Annex A of this RFQ for the GRAIN Project until Thursday, September 10, 2020; if your company has the capacity and is able to provide the Laptop Computers with the mentioned details and quantity in Annex A of this RFQ to the GRAIN Project, we kindly request you to please submit your quote based on this RFQ before the deadline for submission of the quotes.

**VENDORS INTERESTED IN BIDDING ON THIS SERVICE** are directed to review the agency needs reflected below and provide a proposal using the format provided below (Annex A) to the requestor indicated above. The proposal should be detailed and itemized to the extent possible, disaggregating fees, and taxes. All questions shall be directed to the requestor indicated above.

**REQUIREMENT:**

THE VENDORS APPLYING FOR THIS REQUEST FOR QUOTATION MUST ATTACH ALL VALID LEGAL BUSINESS CERTIFICATES TO OPERATE IN AFGHANISTAN OR ANY OTHER COUNTRIES OUTSIDE OF AFGHANISTAN. ALSO, MUST HAVE OPERATED IN AFGHANISTAN OR INTERNATIONALLY NOT LESS THAN 2 YEARS.

**ANNEX A: PROPOSAL FORMAT\***

\**Please make your best effort to use the format below as GRAIN prefers to see itemized costs.*

|  |  |  |  |  |  |
| --- | --- | --- | --- | --- | --- |
| **No.** | **Description** | **Quantity** | **Price / 1 Unit**  **(USD)** | | **Total Price** |
| 1 | DELL INSPIRON CORE i3  4 GB DDR4 RAM  1 TB SATA HARD DRIVE  15.6" Screen  MS. WINDOWS (Factory Installed - Original)  MS. OFFICE PACKAGE (Factory Installed - Original)  KASPERSKY ANTIVIRUS – 1 Year (Installed - Original) | 50 |  | |  |
|  | | | | |  |
| ***Please list any additional fees below:*** | |  |  | |  |
|  | |  |  |  |  |
| ***Please list applicable tax rates below:*** | |  |  | |  |

**TERMS OF PAYMENTS:**

Payment shall be affected after delivery of the laptops and submission of the invoice and supporting documentation using the Credit Card Payment.