

# INVITATION TO BID: For supply and installation of equipment

Deadline for submission of offers: Friday 26 July 2002.

## **1. Subject of Tender**

1.1. Award of contract to one or more suppliers for supply and installation of equipment for Brcko District Court buildings complex, New school and Music school.

1.2. All awards will be made in complete lots as listed below.

1.3. Bidders may quote for any number of lots.

1.4. The equipment offered must be to the following specification:

### **LOT 1: Computers**

No.	Equipment	Quantity
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1	<p><b>BRAND NAME SERVER</b></p> <p>Intel Xeon 1.8 GHz ili 2xIntel Pentium III 1,4 GHz 512 kB Cache Tower Case 1GB SDRAM ECC, ext. up to 4 GB 3x40GB 10000rpm Ultra SCSI HDD RAID 5 controller 3,5" FDD 1,44 MB CD-ROM 40x Tape Drive 40GB 10/100 Base-T NIC VGA UPS 1,500 VA 17" monitor BH keyboard, mouse MS Windows 2000 Server Norton AntiVirus software 86 Client licenses for Windows 2000 Server</p>	1
2	<p><b>BRAND NAME COMPUTER I</b></p> <p>Intel Pentium 4 1,5 GHz 256 MB SDRAM 133 MHz, ext. up to 1 GB 40 GB HDD, ATA-100, 7200rpm 3,5" FDD 1,44 MB CD-RW 20x/10x/40x 16 MB VGA 10/100 Base-T NIC PCI sound blaster 17" monitor speakers, BH keyboard, mouse MS Windows 2000 Professional MS Office software Norton AntiVirus software</p>	16

3	<p style="text-align: center;"><b>BRAND NAME COMPUTER II</b></p> <p><i>Intel Pentium Celeron 1,2 GHz</i>  <i>256 kB L2 Cache</i>  <i>128 MB SDRAM 133 MHz, ext. up to 512 MB</i>  <i>20 GB HDD, ATA-100</i>  <i>3,5" FDD 1,44 MB</i>  <i>CD-ROM 40x</i>  <i>8 MB VGA</i>  <i>10/100 Base-T NIC</i>  <i>sound blaster</i>  <i>17" monitor</i>  <i>speakers, BH keyboard, mouse</i>  <i>MS Windows 2000 Professional</i>  <i>MS Office software</i>  <i>Norton AntiVirus software</i></p>	70
4	<p style="text-align: center;"><b>BRAND NAME RACUNAR III</b></p> <p><i>Intel Pentium 4, 1,5 GHz</i>  <i>256 kB L2 Cache</i>  <i>256 MB DDR RAM</i>  <i>20 GB HDD,</i>  <i>3,5" FDD 1,44 MB</i>  <i>CD-ROM 50x</i>  <i>32 MB VGA</i>  <i>10/100 Base-T NIC</i>  <i>sound card</i>  <i>15" monitor</i>  <i>speakers, keyboard with BH letters,</i>  <i>mouse, microphone</i>  <i>MS Windows 2000 Professional or XP</i>  <i>MS Office software</i></p>	22

5	<p><b>BRAND NAME RACUNAR IV</b></p> <p><i>Intel Pentium 4, 1,5 GHz</i></p> <p><i>256 kB L2 Cache</i></p> <p><i>256 MB DDR RAM</i></p> <p><i>40 GB HDD, ATA 100, 7200 rpm</i></p> <p><i>3,5" FDD 1,44 MB</i></p> <p><i>CD-ROM 50x</i></p> <p><i>32 MB VGA + TV OUT</i></p> <p><i>10/100 Base-T NIC</i></p> <p><i>sound card</i></p> <p><i>17" monitor</i></p> <p><i>speakers, keyboard with BH letters,</i></p> <p><i>mouse, microphone</i></p> <p><i>MS Windows 2000 Professional or XP</i></p> <p><i>MS Office software</i></p>	3
6	<p><b>BRAND NAME RACUNAR V</b></p> <p><i>Intel Pentium 4, 1,5 GHz</i></p> <p><i>256 kB L2 Cache</i></p> <p><i>256 MB DDR RAM</i></p> <p><i>40 GB HDD, ATA 100, 7200 rpm</i></p> <p><i>3,5" FDD 1,44 MB</i></p> <p><i>CD-ROM 50x</i></p> <p><i>32 MB VGA + TV OUT</i></p> <p><i>10/100 Base-T NIC</i></p> <p><i>sound card</i></p> <p><i>17" monitor</i></p> <p><i>speakers, keyboard with BH letters,</i></p> <p><i>mouse, microphone</i></p> <p><i>MS Windows 2000 Professional or XP</i></p> <p><i>MS Office software</i></p>	2

7	<p style="text-align: center;"><b>LAPTOP</b></p> <p style="text-align: center;"><i>Intel Pentium III-M 1,2 GHz</i>  <i>128 MB SDRAM 133 MHz</i>  <i>20 GB HDD, ATA-100</i>  <i>3,5" FDD 1,44 MB</i>  <i>CD-ROM 40x</i>  <i>8 MB VGA</i>  <i>56k V.90 modem</i>  <i>10/100 Base-T NIC</i>  <i>sound blaster</i>  <i>14" monitor</i>  <i>BH keyboard</i>  <i>MS Windows 2000 Professional</i>  <i>MS Office software</i>  <i>Norton AntiVirus software</i></p>	1
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Offer must include the following:

- Licensed software
- Installation of software on server and computers
- Installation of all equipment on work places as per plan which will be delivered to successful bidder
- All necessary cables including power extension cords
- Connection of all equipment on network installation
- Testing of complete system

**Remark:** Network installation is already done with FTP cat5 cables. Concentration of all cables is in server rooms which are located on the ground floor, separately for each of the two buildings. Server rooms are connected with two FTP cat5 cables. All installed sockets are double RJ45. All patch cables will be provided by OHR.

## **LOT 2: Printers**

No.	Equipment	Qty
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1	<b>laser printer A4, 1200 dpi, 20ppm, with network card and tray for 500 sheets of paper</b>	7
2	<b>laser printer A4, 1200 dpi, 15 ppm</b>	3
3	<b>ink-jet printer A3, 1200 dpi</b>	1

Offer must include the following:

- Installation of all equipment on work places as per plan which will be delivered to successful bidder
- All necessary cables including power extension cords
- Connection of all equipment on network installation
- Testing of complete system

### **LOT 3: LCD projector**

No.	Equipment	Qty
1	<b>Movable LCD Projector, 800 lumens, SVGA resolution</b>	1

### **LOT 4: Network equipment**

No.	Equipment	Qty
1	<b>Hub 24 port Dual Speed 10/100 MB/sec</b>	2
2	<b>switch 24×10/100 TX, manageable, stackable, L2 switch with possibility for extension with two extra giga-bit ports</b>	6

Offer must include the following:

- Installation of all equipment on work places as per plan which will be delivered to successful bidder
- All necessary cables including power extension cords
- Connection of all equipment on network installation
- Testing of complete system

### **LOT 5: Computer equipment**

No.	Equipment	Qty
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1	<b>Modem V90, external</b>	3
2	<b>CD writer, burn proof</b>	1
3	<b>color scanner A4, 1200 dpi</b>	4
4	<b>Audio card for digital recording of sound</b> PCI audio card compatible with Intel PC platform and Windows 2000 Professional O.S.; four analogue stereo in-lines and four stereo out-lines; simultaneous four-channels recording and reproduction; 24-bitni AD/DA converter frequency 96 kHz; necessary connectors	13

Offer must include the following:

- Installation of all equipment on work places as per plan which will be delivered to successful bidder
- All necessary cables including power extension cords
- Connection of all equipment on network installation
- Testing of complete system

#### **LOT 6: Telephone equipment**

No.	Equipment	Quantity
1	<b>Telephone switchboard</b> 16 analogue incoming lines, 128 analogue extensions, and 16 digital extensions; possibility of expansion of number of incoming lines and extensions, analogue and digital lines, including ISDN; 6 digital operators console (one console for 128 extensions, three consoles for 16 extensions and two consoles for one extensions), billing system software.	1

2	<b>Analogue telephone handset</b>	41
3	<b>Digital telephone handset</b>	7
4	<b>Analogue telephone handset with speakerphone</b>	2

Offer must include the following:

- Installation of telephone switchboard and handsets, all necessary cables as well as installation of incoming lines to telephone switchboard.
- Testing of complete system

**Remark:** Network installation is already done with FTP cat5 cables. Concentration of all cables is in server rooms which are located on the ground floor, separately for each of the two buildings. Server rooms are connected with two 50 pairs' cables. Please note that all installed sockets are with RJ45 connectors, so it is necessary to adjust telephone connection cables. All patch cables will be provided by OHR. Main incoming cable is 50 pairs' cable.

#### **LOT 7: Audio equipment**

No.	Equipment	Quantity
1	<b>Audio-mixer I</b> 8 microphone mono line-in, one stereo line-in and two stereo line-out	3
2	<b>Audio-mixer II</b> 6 microphone mono lines-in, one stereo line-in and two stereo line-out	5
3	<b>Audio-mixer III</b> 4 microphone mono lines-in, one stereo line-in and two stereo line-out	3



4	<b>Microphone</b> Dynamic microphone, with desk stand and at least 5 meters long cable	66
5	<b>Floor stand for microphone</b>	10
6	<b>Amplifier/loudspeaker system</b> Amplifier/loudspeaker system, 2x200W with suitable speakers, cables and wall mounted speaker holders Remark: Can be offered as part of Audio-mixer I)	3

Offer must include the following:

- Installation of all equipment on work places as per plan which will be delivered to successful bidder
- All necessary cables

#### **LOT 8: Copy machines**

No.	Equipment	Quantity
1	<b>Copy machine A3, 17 cpm</b>	1
2	<b>Copy machine</b> Analogue copy machine A3, 30 cpm, with stand, automatic documents feeder and sorter (20 bin)	4

Offer must include the following:

- Installation of copy machines as per plan which will be delivered to successful bidder
- List of authorized service places in Brcko area

#### **LOT 9: Air-conditioners**

No.	Equipment	Quantity
1	<b>Air-conditioners, 3.5 KW, split system</b>	2

Offer must include the following:

- Installation of air-conditioners machines as per plan which will be delivered to successful bidder. Air-conditioners will be installed on the ground floor.

#### **LOT 10: Fire-alarm system**

No.	Equipment	Quantity
1	<b>Fire-alarm system</b>	1

Offer must include the following:

- Separate addressable fire-alarm switchboards for each of the two buildings or one addressable fire-alarm switchboard for both buildings. In case of installation of two switchboards, they need to be connected and controlled from one location.
- 70 addressable optical smoke detectors for Court Building and 77 addressable optical smoke detectors for Court Administration Building.
- 3 addressable thermal smoke detectors for Court Building and 5 addressable thermal smoke detectors for Court Administration Building
- 9 addressable break glass switches for internal installation for Court Building and 9 addressable break glass switches for internal installation for Court Administration Building
- 9 internal and one outside fire-alarm siren for Court Building as well 9 internal and one outside fire-alarm siren for Court Administration Building
- Cabling for connection of smoke detectors and break glass switches has been done with 2x2x0.8 mm cable in three separate loops, one for each floor of Court Building. Cabling for connection of fire-alarm sirens has been done with 2x2x0.8 mm cable in one loop. Concentration of all cables of Court Building is on the ground floor at the location foreseen for alarm switchboard.
- Cabling for Court Administration Building has been done

in the same way. Concentration of all cables of Court Administration Building is on the ground floor at the location foreseen for alarm switchboard.

- Cable 2x2x0.8 has been installed between locations foreseen for two alarm switchboards.
- Offer must include installation and testing of all equipment.

## **2. Warranty and servicing conditions**

2.1. The following must be submitted with the offer:

- Description and warranty conditions
- Description of conditions related to servicing of equipment

2.2. Bidders will guarantee to OHR that items delivered under the terms of the Contract shall be in new condition, free of damage and/or defect in workmanship.

2.3. Successful bidders shall repair or replace any item found to be faulty or damaged under the terms of warranty, at no cost to the OHR.

2.4. Successful bidders shall honor all provisions of Guarantees and Warranties provided by the manufactures of all equipment delivered to OHR which can not be less than 12 months.

## **3. Delivery of bids**

3.1 Suppliers can submit offers for each of the Tender sections (LOT).

3.2. Offers must include the following:

- Name and address of supplier, contact phone number and name of the contact person.
- Detailed description of offered equipment
- Catalogues with clearly marked equipment that is offered

- All information about prices and payment terms
- Equipment delivery cost into premises of Court complex, New school and Music school in Brcko District, if not included in the price
- Cost for equipment installation into premises of Court complex, New school and Music school in Brcko District, if not included in the price.
- Delivery time to Brcko District. Please note that delivery times will be an important consideration in deciding the awards, in addition to price and specification.
- Time needed for installation of equipment
- Guarantees terms
- Reference list
- Statement of bidder confirming that they have sufficient funds for successful completion of this contract.

After installation of equipment, supplier is obliged to remove from Court premises, New school and Music school all material used for packing.

Incomplete offers (part of any Lot) will not be considered.

3.3. OHR, as diplomatic organization, is exempt from payment of all taxes and duties and all prices quoted should exclude such charges.

3.4. Prices must be in KM (Convertible Marks) or EURO. OHR payment terms are bank transfer within 30 days from the date of delivery and installation.

3.5. Contract concluded with OHR will include conditions and deadlines stated in your offer, and will be attached to the Contract and considered legally binding for the duration of the Contract. If the successful supplier does not fulfill any of the agreed conditions, contract will be considered breached.

3.6. Deadline for submission of offers is Friday 26 July until

**17:00 hours.**

3.7. OHR reserves the right to enter into negotiations with any bidder or to end the Tender without awarding the contract. OHR will not bear any costs of bidders in process of preparation of offer.

3.8. By taking part in this Tender, bidders confirm that they are registered for performing of business which is subject of this Tender.

3.9. All offers must be submitted in sealed envelope marked "Tender for equipment" to the following address, latest by Friday 26 July 2002 until 17:00 hours:

***Head of Procurement  
OHR Sarajevo  
Emerika Bluma 1  
71000 Sarajevo, BiH***