



**REQUEST FOR PROPOSALS (RfP)**

**TECHNICAL SPECIFICATION (TS) FOR THE PROCUREMENT OF IT EQUIPMENT**

**Tender Reference:** OT- MD22EED172-20072022

**Date of issue:** September 5, 2022

**1- PURPOSE**

*1.1 Goal*

Internews, in the framework of the project “Supporting Independent Media and Information Resilience (SIMIR) in Moldova” funded by the European Union, is requesting proposals from specialized companies to provide necessary IT equipment and software (i.e., desktop computers, notebooks, monitors, UPSs, server room cooling systems, and other devices) for its final beneficiary.

The purpose of this RfP document is to define the technical specifications of the IT equipment and software to be procured under OT- MD22EED172-20072022 tender to strengthen the technical capacity of the Audiovisual Council (AVC) from Moldova. Also, to set up the requirements for the potential bidders to participate in this RfP.

*1.2 Context and overview*

“Supporting Independent Media and Information Resilience (SIMIR) in Moldova” is an 18-month project funded by the European Union aiming at contributing to stability in Moldova through residents’ improved resilience to disinformation by strengthening independent media and by promoting local voices. Per the request of the European Commission, Internews will provide support to procure and transfer equipment to the AVC to upgrade and modernise their software and equipment. AVC is a key institution for monitoring and regulating the information environment in Moldova and the equipment will increase the efficiency and productivity of its work.

**2- SCOPE**

*2.1 Expected outcomes*

The expected outcome of this award is to have the AVC of Moldova equipped with the necessary IT equipment, including computers, network equipment, and device for increasing the efficiency of its work.

Internews anticipates issuing only one award. All requested goods and services are mandatory.

*2.2 Goods and quantity*

The table below contains the List of the required goods, the technical specifications, and general requirements that must be met by the equipment configured for this RfP. Respondents are requested to provide quotations, including the technical specifications of the IT equipment for all items, and should be included in the Quote Proposal. All offers must be prepared in English only.

No.	Description of Item	Specifications	Quantity
1	PC, 23" Monitor, accessories, Windows 10 Pro	All-in-One PC; 23.8" i7-9700, 16GB, SSD 512GB, W10Pro Eng/Ro, Intel UHD Graphics; Keyboard (eng/rus), mouse	45
2	15" Laptop, Windows 10 Pro	16.0" i7-1260P, 16Gb DDR4, SSD 512Gb M.2 PCIe NVMe; Intel Iris Graphics; Windows 10 Pro Eng/Ro; Bag	16



3	23" Monitor	Diagonal Size 23.8"; LED-backlit LCD monitor / TFT active matrix; Full HD (1080p) 1920 x 1080 at 75 Hz; IPS	8
4	New Generation Fire Wall	Similar with FortiGate 60F, 3 Years 360 Protection	1
5	Windows AD server	Chassis 1U 3.5" Chassis with up to 4 Hot Plug Hard Drives and Software RAID Processor Intel® Xeon® E-2334 3.4GHz, 8M Cache, 4C/8T, Turbo (65W), 3200 MT/s Processor Thermal Configuration Heatsink for 80W or less CPU Memory 64GB UDIMM, 3200MT/s, ECC 3x Hard Drive 1TB Hard Drive SATA 6Gbps 7.2K 512n 3.5in Hot-Plug Embedded Systems Management Basic Network Cards On-Board Dual Port 1Gb Power Supply Single, Hot-Plug, Power Supply (1+0), 600W Rack Rails ReadyRails™ Sliding Rails With Cable Management Arm Warranty 3 years  Operating System Windows Server® 2019 Standard,16CORE,FI,No Med,No CAL, Multi Language Client Access Licenses 1-pack of Windows Server 2019/2016 User CALs	1
6	Windows stream capture server	Chassis 3.5" Chassis with up to 8 Hot Plug Hard Drives Processor AMD EPYC 7272 2.90GHz, 12C/24T, 64M Cache (120W) Memory 64GB RDIMM, 3200MT/s, Dual Rank RAID 5 for 3 or more HDDs or SSDs Hard Drive 5x 8TB 7.2K RPM SATA 6Gbps 512e 3.5in Hot-plug Hard Drive Embedded Systems Management Network Cards On-Board Dual Port 1Gb Power Supply Dual, Hot-plug, Redundant Power Supply (1+1), 750W Rack Rails ReadyRails™ Sliding Rails With Cable Management Arm Warranty 3 years Operating System Windows Server® 2019 Standard,16CORE,FI,No Med, No CAL, Multi Language Client Access Licenses 1-pack of Windows Server 2019/2016 User CALs	1
7	LAN Switch 48 ports	Smart switch 48 1 Giga ports	1
8	LAN Switch 16 ports	Smart switch 16 1 Giga ports	1



9	Antivirus System	Business Antivirus System (Central management console), 60 endpoints (4 servers)	1
10	Video Editing software	Adobe Premiere Pro	2
11	Office Software	Office Home and Business 2021 English Central/Eastern Euro Only Medialess	50
12	TV compliance recording SW	Mividi Stream Recorder	1
13	Video security CTV system	Video Surveillance system 4 Cam, Net Recorder	1
14	PC UPS	650VA UPS	45
15	Server UPS	Rack mount Smart-UPS 5000VA	1
16	Server room Power distribution infrastructure	Projecting and building	1
17	Server room cooling system	18 m2, 5 kW	1
18	LAN accessories	Patch panel, patch cords	1
19	Web site protection	Cloudflare pro, subscription per year	3
20	Office BackUp NAS	16 TB; Rack mounted; 2 NIC; Web admin console; 2 PSU	1
21	Warranty offered by either the supplier or by manufacturer (duration and cost)		
22	Cost of delivery of equipment		
23	Cost of installation of equipment		

The equipment proposed in the response to this RfP must be brand new, not used, repaired, refurbished, or rehabilitated. Technical specifications should not be below the specifications stated in the RfP.

Warranty service and repair is required for the equipment under this RfP. The warranty coverage must be valid for at least 36 months for equipment (as mentioned in the specifications) and shall be calculated from the date of signing of the Act of acceptance of the equipment by AVC. Warranty specifications must be presented in the proposal for all equipment items. The Respondent must offer all necessary cables, adapters, modules and accessories that are necessary to put into production IT equipment that is subject of this RfP and technical requirements.

Respondents must clearly include all services/goods proposed, price per unit for each good, number of units, and payment terms for all payments (including taxes and/or discounts that should be clearly included in the calculation of price). Prices must include all costs incidental to the performance of the Services, as incurred by the Respondent, such as, warranty, delivery, travel, changing broken units, etc.

Proposals should be submitted via email to Roxana Teodorcic, Project Director, at [rtedorcic@internews.org](mailto:rtedorcic@internews.org), with copy to [dkovalenko@internews.eu](mailto:dkovalenko@internews.eu) with the subject "Response to OT- MD22EED172-20072022" or in person at the Internews in Moldova office, 97 Bernardazzi, Chisinau, Republic of Moldova 2009.



Questions regarding this Tender should be directed via email to the address [rteodorcic@internews.org](mailto:rteodorcic@internews.org) no later than September 26, 2022, 3:00 pm (EEST) following reference in subject: OT- MD22EED172-20072022\_ Question. Clarifications will be published on Internews in Moldova website [www.internews.md](http://www.internews.md) by September 28, 2022, 5:00 pm (EEST). Questions must be submitted in writing; phone calls will not be accepted.

*2.4 Period of contract and compliance with European Commission’s nationality requirements*

Respondent must ensure that all equipment will be ready for handover within 30-45 calendar days from the confirmation of order/contract signed. Each respondent is expected to provide an estimate (in calendar days) of the delivery timeframe (after order receipt) but should not be longer than 45 calendar days.

Tenderers must ensure that bidders and all natural persons linked to the contract are not included in the lists of EU restrictive measures. The lists of persons, groups, entities subject to the EU restrictive measures are maintained by the DG FISMA and published on the following website: [www.sanctionsmap.eu](http://www.sanctionsmap.eu).

**3- DELIVERY PLAN**

*3.1 Service delivery, location, schedule of activity*

The selected Respondent (company) will:

- Deliver the equipment to AVC based in Chisinau a on date agreed with Internews/AVC (by December 15, 2022, estimated deadline);
- Install, set up, and test the equipment by December 15, 2022 (estimated deadline);
- Provide warranty, maintenance, and technical support for the equipment referred to in the proposal at the AVC request;
- Train the users on how to operate the equipment and provide Operators’ Manuals for operation and maintenance of the equipment to AVC.

IT administrator of AVC will provide all necessary information related to installation and putting into production of the above-mentioned equipment to the Provider. The delivery location for the items described in this RfP is Chişinău, Moldova.

*3.2 Anticipated timeline*

Internews anticipates around 20-25 full working days will be needed to conduct this evaluation, in a flexible working manner as follows:

RfP, invitation letter published	September 5, 2022
Deadline for written questions	September 26, 2022, 3 pm (EEST)
Clarifications published on <a href="http://www.internews.md">www.internews.md</a> website	September 28, 2022, 5:00 pm (EEST)
Submission due date	October 3, 2022, by 2 pm (EEST)
Award (estimated)	November 1-10, 2022
Delivery and installation (estimated)	By December 15, 2022

**4- PAYMENT CONDITIONS**

*4.1 Payment terms*

Potential pre-selected Respondents will be vetted in accordance with Internews’ Vetting Policy. Any award resulting from this RfP will be a fixed price, in the form of a purchase order. The payments will be wired after the delivery of the equipment, equipment set up at, User Guidance Training provided to AVC, Act of acceptance of the equipment signed by AVC, and the contractor’s fiscal invoice have



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been received by Internews. No advance payment will be provided. Should the supplier wish to require an advance payment, they must specify so in their submission. It is recommended that it does not exceed 20% of the total contract price.

#### *4.2 Currency of payment*

Payment will be made in EUR, via wire transfer to the account specified in the Subcontractor's invoice. Internews will not compensate any foreign currency exchange losses.

Mandatory documents to be submitted: Respondents responding to this RfP are requested to submit the following documents:

- A completed and signed copy of the Quote proposal template, including forms provided in the attachment: Code of Conduct for Suppliers (Annex A) and Bidder Declaration Form (Annex B);
- Copies of company's registration documents (with summary translation into English, if relevant, in PDF format) to confirm that it is duly registered and comply with the necessary legal requirements to supply goods/services under this Tender;
- If applicable, a copy of the required licenses;
- Additional documentation relevant to tender's requirements to support their Tender.