



REQUEST FOR QUOTATION ELECTRIC POWER GENERATORS – IFES LIBERIA

Ref.: RFQ/09/012

Date: November 24, 2009

Subject: Request for Quotations

The International Foundation for Electoral Systems (IFES) - Washington DC, invites your firm to participate in this competitive solicitation for pricing, delivery and terms of potential sale on the following items for IFES office in Monrovia - Liberia.

Introduction

The International Foundation for Electoral Systems (IFES) is an independent, non-governmental organization providing professional support to electoral democracy.

IFES's five-year *Building Sustainable Election Management* in Liberia project will aim to increase the capacity of Liberia's National Electoral Commission (NEC) to efficiently, effectively, impartially, and sustainably manage elections. This project will cover the upcoming constitutional referendum, by-elections, national elections (the second since the end of the civil war), and local elections (the first since the 1980s). IFES will particularly focus on the areas of boundary delimitation, voter registration, and civic and voter education, as well as general capacity building and technical support.

DESCRIPTION OF GOODS/SERVICES

DESCRIPTION	Qty
<p>Brand new 110 KVA generator with the following features:</p> <ul style="list-style-type: none"> • Silent running or sound proof canopy (vendor should provide noise/vibration specifications, including dBA at 1 meter) • Equipped with battery set, alternator battery charger, circuit breaker, dry air filter, silencer, welded steel base frame, anti-vibration mounts, battery cables, tool kit, manual, certificate of origin, and warranty 	1
<p>Brand new 80 KVA generator with the following features:</p> <ul style="list-style-type: none"> • Silent running or sound proof canopy (vendor should provide noise/vibration specifications, including dBA at 1 meter) • Equipped with battery set, alternator battery charger, circuit breaker, dry air filter, silencer, welded steel base frame, anti-vibration mounts, battery cables, tool kit, manual, certificate of origin, and warranty 	1

<p>Materials and installation charges, including:</p> <ul style="list-style-type: none"> • 1 x double throw knife switch breaker 220 /600v, 50/60 Hz, 100 amps • 1 x metal clad switch safety breaker HH3, 3 phase pole, 100 amps • #6 cable in red, blue, black, yellow (vendor should specify cost per yard) • 1 x electrical cable shoe for #6 cable • 10 x split bolt connector for #6 cable • 2 x 8ft. copper ground rod • 4 x cable clamp for #6 cable • #6 ground wire (vendor should specify cost per yard) • 4 x # 33 electrical rope • 1 roll x #10 electrical wire • 1 roll x #12 electrical wire • concrete bed for generator foundation • foundation pad as per standards • setting of generator on foundation pad • anchor bolting, leveling and balancing of generator on foundation • earthing 	1
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TERMS AND CONDITIONS

1. Prices quoted must be valid for 60 days minimum.
2. All procurement will be subject to IFES contractual obligations and contingent on the availability of donor funding.
3. IFES reserve the right to accept or reject any quotation or stop the procurement process at anytime, without assigning any reason or liability.
4. IFES reserves the right to accept all or part of the quotation when awarding the purchase order.

Delivery:

Delivery and Installation must be within 5 days from receiving signed PO
 Address: Air field Monrovia, exact address TBD

FROM/CONTENT OF RESPONSE

All quotations shall:

1. Be in the English language.

2. Contain detailed cost in US Dollar with applicable Freight, Insurance and Tax/Charges clearly identified.
3. Indicate the required delivery time.
4. Include a contact name, email address, and telephone number to facilitate communication between IFES and the vendor.
5. Addressed to the attention of Jaime Acosta, Procurement Officer at jacosta@ifes.org and Ragheed Al Ameen, Procurement Associate at ralameen@ifes.org by 10:00am U.S. Eastern Standard Time (-5:00GMT) November 30th, 2009.

Jaime Acosta
Procurement Officer