



GOVERNMENT OF THE
FEDERATED STATES OF MICRONESIA
FSMDHSA - DIGITAL GENDER
P.O BOX PS-70, Pohnpei, FM 96941

REQUEST FOR QUOTATION FOR 11 nos. DESKTOP COMPUTERS AND
ACCESSORIES

INVITATION TO QUOTE

Project Title: **Digital Federated States of Micronesia Project (P170718)**

Date: **4/10/2026**

Source of Funding (grant no.): **IDA-D5560**

Contract Ref: **FM-DHSA-520954-GO-RFQ**

1. This project is financed by the World Bank through the above grant. The *Department of Health & Social Affairs* invites seal quotations from eligible bidders for

S#	Item	Qty
1	High Performance Office Desktop Computers unit sets matching the required specifications: Brand: Dell or HP or Lenovo ThinkCentre or equivalent (<i>refer to the attached required specifications</i>)	11
2	Monitor	11
3	Keyboard & Mouse	11
4	Headset	11
5	Webcam	11
6	Antivirus	11
7	Microsoft Business Standard Plan	11

The delivery should be completed 30days from the date of notification of award and the final destination for delivery of the Goods is:

FSM Department of Health & Social Affairs – Yap State Field Office
P.O. BOX 593
Colonia Yap, FSM 96943

2. A complete set of Request for Quotation (RFQ) documents in *English* will be provided to interested, eligible bidders upon the submission of a written application to the address below
3. Quotations must be delivered, hand delivery, post, or electronically to the address below on or before *5:00 PM (Pohnpei Time)* on April 27, 2026. Late quotations may be rejected.
4. The address referred to above is:

Marcus Samo
Secretary,
FSM Department of Health & Social Affairs, Palikir
Attn: Takiko Ifamilik
Digital Gender Coordinator
e-mail address: **takiko.ifamilik@hsa.gov.fm**



REQUEST FOR QUOTATION (RFQ)

GOVERNMENT OF THE
FEDERATED STATES OF MICRONESIA
DIGITAL FSM PROJECT IMPLEMENTATION UNIT
P.O BOX PS-70, Pohnpei, FM 96941

Date: 04/10/2026

Project Title: Digital Federated States of Micronesia Project (P170718)
Source of Funding (grant no.): IDA-D5560
Contract Name: FSMDHSA/Yap Digital Village Project 'Computer Laboratory'
Contract Ref: FM-DHSA-520954-GO-RFQ

Dear Supplier,

1. You are invited to submit your price quotation(s) for the supply of the following 11 nos.
Desktop Computers and accessories:

- i. Desktop Computer
- ii. Monitors
- iii. Keyboard & Mouse
- iv. Headset
- v. Webcam
- vi. Antivirus
- vii. Microsoft Business Standard Plan

Information on technical specifications and required quantities is attached.

2. You may quote for:

you must quote for all the items (of the same model/brand for desktop and monitors) under this RFQ. Price quotations will be evaluated for all the items together and contract awarded to the supplier offering the lowest evaluated total price of all the items, if substantially responsive to the technical specifications

3. Your price quotation in the forms attached (Annexes 1, 3, and 4) may be submitted by hand delivery, post, or electronically at the following address:

Marcus Samo
Secretary,
FSM Department of Health & Social Affairs
Attn: Takiko Ifamilik
Digital Gender Coordinator
e-mail address: takiko.ifamilik@hsa.gov.fm

4. The deadline for receipt of your quotation(s) by the Purchaser at the address indicated in above Paragraph 3 is: **April 27, 2026, at 5 PM** Pohnpei time

5. Your quotation in the **English** language should be accompanied by adequate technical documentation and catalogue(s) and other printed material or pertinent information for each item quoted.

6. Your quotation(s) should be submitted as per the following instructions and in accordance with the attached Contract. The attached Terms and Conditions of Supply are integral to the Contract.

7. PRICES

(a) For Goods supplied domestically: The prices should be quoted in **USD**, the total price of EX-WORKS (ex-factory, ex-warehouse, etc.) plus the price of delivery to the final destination: **FSMDHSA Annex Building or Capital Suite Building in Palikir.**

8. EVALUATION OF QUOTATIONS

(a) For Goods supplied domestically: Offers determined to be substantially responsive to the technical specifications will be evaluated by comparison of the total price at the final destination in accordance with Paragraph 2 above.

In evaluating the quotations, the Purchaser will determine for each quotation the evaluated price by adjusting the price quotation by making any correction for any arithmetical errors as follows:

- a) where there is a discrepancy between amounts in figures and in words, the amount in words will govern;
- b) where there is a discrepancy between the unit rate and the line-item total resulting from multiplying the unit rate by the quantity, the unit rate as quoted will govern;
- c) if a Supplier refuses to accept the correction, their quotation will be rejected.

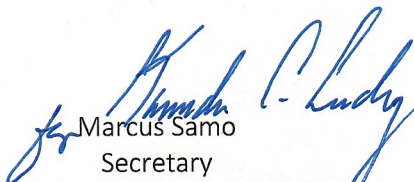
9. AWARD OF CONTRACT: The award will be made to the bidder offering the lowest evaluated price and offering goods that are substantially responsive to the technical specifications. The successful bidder will sign a Contract as per attached form of contract and terms and conditions of supply.

10. VALIDITY OF THE OFFER: Your quotation(s) should be valid for a period of forty-five (45) days from the deadline for receipt of quotation(s) indicated in Paragraph 4 of this RFQ.

11. FSM Department of Health & Social Affairs,
FSMDHSA Annex Building, or Capital Suite FM 96941
Name of contact person: Takiko Ifamilik
E-mail: takiko.ifamilik@hsa.gov.fm

12. Please confirm by e-mail the receipt of this RFQ and whether or not you will submit the price quotation(s).

Sincerely,

A handwritten signature in blue ink, appearing to read "for Marcus Samo". The signature is stylized and cursive.

Marcus Samo
Secretary
FSM Department of Health & Social Affairs

FEDERATED STATES OF MICRONESIA
 NATIONAL GOVERNMENT
 PALIKIR, POHNPEI
 EASTERN CAROLINE ISLANDS 96941

PURCHASE ORDER
 THIS NUMBER MUST APPEAR ON
 ALL INVOICES AND DELIVERY SLIPS


NO. N250412

V
E
N
D
O
R

S
H
I
P
T
O
F
S
M
N
A
T
I
O
N
A
L
G
O
V
E
R
N
M
E
N
T
P
O
B
O
X
P
S
1
5
8
P
A
L
I
K
I
R
P
O
H
N
P
E
I

B
I
L
L
T
O
D
E
P
T
O
F
F
I
N
A
N
C
E
A
N
D
A
D
M
I
N
I
S
T
R
A
T
I
O
N
P
O
B
O
X
P
S
1
5
8
P
A
L
I
K
I
R
P
O
H
N
P
E
I
9
6
9
4
1

P.O. DATE 08/07/2025	VENDOR NO. 8107	SHIP VIA	F.O.B. P.S.	TERMS
DELIVERY DATE	CONTACT HEALTH	ORGANIZATION	ACCO'S	FINANCE CERTIFICATION

DESCRIPTION	QTY	UNIT
		

REMARKS

TOTAL

BY *Rose N. Nakanaga*
 Rose N. Nakanaga
 CONTRACTING OFFICER FOR PROCUREMENT & SUPPLY DIVISION
 FSM NATIONAL GOVERNMENT

BILLING AND SHIPPING INSTRUCTIONS

- A. PURCHASE ORDER NUMBER MUST BE SHOWN ON ALL INVOICES AND PACKAGES RELATED TO THIS ORDER.
- B. ALL PACKAGES MUST BE MARKED EXACTLY AS INDICATED IN THE SHIP TO BOX.
- C. PACKING LIST MUST ACCOMPANY SHIPMENT.
- D. PREPAY ALL SHIPPING CHARGES AND ADD ON AS A SEPARATE ITEM TO YOUR INVOICE.
- E. AIRMAIL A COPY OF THE PACKING LIST, COPY OF EVIDENCE OF SHIPMENT, AND THE GREEN COPY OF THIS PURCHASE ORDER TO THE ABOVE SHIPPING ADDRESS.
- F. FOR PROMPT PAYMENT: AIRMAIL ORIGINAL INVOICE, PACKING LIST, ORIGINAL OF EVIDENCE OF SHIPMENT, AND A COPY OF PURCHASE ORDER TO THE ABOVE BILLING ADDRESS.

FSM FORM NO. 1074

VENDOR

ANNEX 1: TERMS AND CONDITIONS OF SUPPLY (RFQ-GOODS)

Project Name: Digital Federated States of Micronesia Project (P170718)

Purchaser: FSM Department of Health & Social Affairs

Contract Name: FSMDHSA/Yap Digital Village Project 'Computer Laboratory'

Contract Ref: FM-DHSA-520954-GO-RFQ

1. Prices and Schedules for Supply

(a) For domestically supplied Goods:

Item No	Description of Goods	Quantity	Unit Price At final destination (includes all taxes, VAT, customs duties, inland transportation and insurance)	Total Price at final destination	Delivery Period (days) from Date of Notification of Award, to final destination
<i>(to be filled by Bidder)</i>			<i>(to be filled by Purchaser)</i>		
1	Desktop Computer	11			Within 30 days
2	Monitor				
3	Keyboard & Mouse				
4	Headset				
5	Webcam				
6	Antivirus				
7	Microsoft Business Standard License				

2. Fixed Price: The prices indicated above are firm and fixed and not subject to any adjustment during contract performance.
3. The Purchaser reserves the right at the time of contract finalization to increase/decrease the number of items by up to 15% the quantity of goods and services originally specified for each item without any change in unit prices as well as other terms and conditions.
4. Delivery Schedule: The delivery should be completed as per the above schedule. The final destination for delivery of the Goods is:

FSM Department of Health & Social Affairs – Yap Field Office
P.O. BOX 593
Colonia Yap, FSM 96943

Insurance: The supplier is responsible for all kinds of insurance until the goods are delivered and installed to the final destination and the Purchaser will not assume any responsibility until goods are delivered and installed. For Goods to be imported, the Goods supplied shall be fully insured in a freely convertible currency against loss of damage incidental to manufacture or acquisition, transportation, storage and delivery. The insurance shall be in an amount equal to 110 percent of the total value of the Goods from Warehouse to Warehouse on All-risks basis, including War Risks. The Supplier shall arrange and pay for cargo insurance, naming the Purchaser as the beneficiary.

5. Packaging and Marking Instructions: The Supplier shall provide standard packing of the Goods as required to prevent their damage or deterioration during transit to and unloading at the final/port of destination.
6. Delivery and Documents (for goods to be imported). Upon shipment, the Supplier shall notify the Purchaser and the Insurance Company by mail or email the full details of shipment, including Contract number, description of goods, quantity, the vessel, the Shipping and Forwarding Receipt from freight Company showing full details, port of loading, date of shipment, port of discharge, etc. The Supplier shall mail the following documents to the Purchaser, with a copy to the Insurance Company:
 - (i) Copies of the Supplier's invoice showing goods' description, quantity, unit price, and total amount;
 - (ii) Duplicate air/ship/truck transport document, and/or duplicate FCR (Forwarders Certificate of Receipt) in 1 Original and 2 Copies marked "freight prepaid";
 - (iii) Copies of the packing list identifying contents of each package;
 - (iv) Manufacturer's or supplier's warranty certificate;
 - (v) Certificate of origin;
 - (vi) Certificate of quality.

The above documents shall be received by the Purchaser at least one week before arrival of the goods at the final destination and, if not received, the Supplier shall be responsible for any consequent expenses.

7. Payment. Payment against the Contract will be made as follows:
 - (a) For domestically supplied Goods: Payment against the Supplier's invoice will be made as follows:
 - i. 100% against receipt of goods and issue of Acceptance Certificate by the Purchaser, for the respective delivery. In case of very small amounts and non-availability of bank facilities in remote areas, payment may be made in cash by the Purchaser against a receipt.
 - ii. An advanced payment up to 30% of the contract sum, maybe considered subject to a submission of advanced payment guarantee of an approved template.

- 8. Warranty. Goods offered should be covered by a warranty as specified in Annex 2, Technical Specifications.

- 9. Packaging and Marking Instructions. The Supplier shall provide standard packing of the Goods as required to prevent their damage or deterioration during transit to their final destination, as indicated in the Contract.

- 10. Defects. All defects shall be corrected by the Supplier without any cost to the Purchaser within 30 days from the date of notice by Purchaser. Name and address of service facility of the Supplier by which the defects are to be corrected, within the warranty period:

Name and Address _____ (*to be filled by Supplier*)

- 11. The Supplier confirms compliance with the Technical Specifications provided in Annex 2, subject to the accepted deviations, if any, in Annex 4.

NAME OF SUPPLIER _____
Authorized Signature _____
Place:
Date:

ANNEX 2: TECHNICAL SPECIFICATIONS

Project Name: Digital Federated States of Micronesia Project (P170718)

Purchaser: FSM Department of Health & Social Affairs

Contract Name: FSMDHSA/Yap Digital Village Project 'Computer Laboratory'

Contract Ref: FM-DHSA-520954-GO-RFQ

#	Item	Qty	Minimum Specifications
1	<u>Desktop Computers</u>	11	<ul style="list-style-type: none"> • Brand: Dell or HP or Lenovo ThinkCentre (or equivalent business-class model) • Operating System: Windows 11 Professional (licensed) • Productivity Software: Microsoft Office (Office 2021 Pro) • Processor (CPU): Intel Core i7 (12th Gen or newer) or AMD Ryzen 7 Equivalent • Memory (RAM): 32 GB DDR4 • Storage: 1 TB NVMe M.2 SSD • Wireless: Intel AX210 built-in Wi-Fi 6 or Wi-Fi 7 (as available) • Networking & Connectivity: Ethernet port (Gigabit), Bluetooth, USB-C ports, USB-A ports, HDMI and/or DisplayPort as applicable • Form Factor: Business-class desktop (Tower or Mini PC) Use Case: High-performance office workstation suitable for business computing • Power/Voltage: [110V wall power; vendor must supply compatible power cable]
2	<u>Monitor</u>	11	Monitor (per set): Minimum 24-inch LED monitor (27-inch acceptable), Full HD (1920 × 1080) or higher, HDMI or DisplayPort input, with cables
3	<u>Keyboard & Mouse</u>	11	Wireless Keyboard & Mouse
4	<u>Headset</u>	11	Wireless, Bluetooth Stereo, Minimum Frequency Response 20 Hz Noise Cancelling
5	<u>Webcam</u>	11	<u>2K</u> QHD / 24, 30 fps High Dynamic Range Video Noise Reduction USB-A connector (USB2.0 & Above) Dell Peripheral Manager Windows OS
6	<u>Antivirus</u>	11	Webroot Antivirus or equivalent 2 year Plan (1 Antivirus for each computer set)
7	<u>Microsoft Business Standard</u>	11	Microsoft Business Standard Plan

ANNEX 3: FORM OF QUOTATION (RFQ-GOODS)

[To be completed, signed and submitted on Letterhead of Supplier]

_____ (Date)

To: Marcus Samo, Secretary
Department of Health & Social Affairs
Attn: Takiko Ifamilik
Digital Gender Coordinator
Telephone: (691) 320-4682/4683

Project Name: Digital Federated States of Micronesia Project
Contract Name: FSMDHSA Yap Digital Village – Computer Laboratory
Contract Ref: FM-DHSA-520954-GO-RFQ

We offer to execute the FM-DHSA-520954-GO-RFQ in accordance with the Form of Contract and Annexes accompanying your Request for Quotation (RFQ) for the Contract Price of _____ (amount in words and numbers) (_____) (name of currency). We propose to complete the delivery of Goods described in the Contract within a period of _____ calendar days from the Date of Notification of Award.

This Quotation and your written acceptance will constitute a binding Contract between us. We understand that you are not bound to accept the lowest or any Quotation you receive.

We hereby confirm that this Quotation complies with the Validity of the Quotation required by the RFQ.

Authorized Signature: _____
Name and Title of Signatory _____

Name of Supplier: _____
Address: _____

Phone Number _____

e-mail address: -----

ANNEX 4: STATEMENT OF TECHNICAL COMPLIANCE

[To be completed, signed and submitted by the Supplier as an attachment to the signed Form of Quotation]

Project Name: **Digital Federated States of Micronesia Project (P170718)**

Contract Name: **FSMDHSA Yap Digital Village – Computer Laboratory**

Contract Ref: **FM-DHSA-520954-GO-RFQ**

Date:

To: Marcus Samo, Secretary
Department of Health & Social Affairs
Attn: Takiko Ifamilik
Digital Gender Project Coordinator
Telephone: (691) 320-4682/4683

We, the undersigned, confirm that we shall supply the Goods listed in Annex 1 according to the standards and specifications described in Annex 2, except for those deviations listed below:

List all deviations of the proposed items of Goods:

or

We confirm that the Goods proposed in our quotation substantially satisfy the requirements specified in the specifications. The main technical responses are as listed below:

List all the main technical characteristics of the proposed items of Goods:

Authorized Signature: _____

Name and Title of Signatory _____

Name of Supplier: _____

Address: _____
