

Date: 22nd November 2017

Our ref: 396/EACO/ES/017

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P.O Box Kigali
KIGALI-RWANDA

Dear Sir,

RE: Request for Quotation

The East African Communication Organization (EACO) wishes to invite you to submit your quotation to supply batteries for UPS. The technical specifications are here attached.

The financial and technical offers in plain sealed envelope shall be submitted to EACO Offices at KIYOVU ex – Fair House 1st floor no later than 28th November 2017 at 10.00 am.

The opening of the bids will take place at the same offices on the same date at 11.00 am.

The envelope should be addressed to EACO as follows:

The Liaison Manager/ Human Resource & Administration

P.O. Box : 6309 Kigali

Quotation Title: Supply of Batteries for UPS

Hermenegilde NTAHOMYUKIYE
For Executive Secretary



Terms of Reference for Maintenance of UPS and Batteries Supply

1. **Quantity of UPS:** 1
2. **UPS Model:** APC Smart-UPS RT 20000, 20 KVA
3. **UPS Part Number:** SURT192RMXLBP2
4. **Main Activities**
 1. Quarterly Preventive maintenance
 2. Corrective maintenance
 3. Immediate support and intervention
 4. Provide spare parts on agreed prices
5. **Technical Specifications for Batteries**
 - Maintenance-free sealed Lead-Acid battery
 - Battery Replacement: RBC44
 - Hot swappable: Yes
 - Battery Voltage: +/- 192
 - Battery Amp-Hour Capacity: 5.1 ah
 - Battery Charger Power (W): 3000

6. Provision of Spare parts

Once there is a needed spare part, the contractor will quote the required parts separately. EACO will approve it by issuing a Local Purchase Order (LPO) prior delivery and this should be within a maximum of one week (calendar days).

EACO has right to decide to purchase the spares and also to seek alternative quotation for comparison purposes and to avoid over quoting by the approved contractor. The lowest bidder will be approved to supply the part.

The bidders are required to submit the battery prices. They may also submit other price list for UPS spare parts that may be required during the course of maintenance period

7. To be submitted

1. Business registration certificates
2. 3 references in the same field
3. Maintenance schedules
4. Battery quotation