



SUPPLIER QUOTATION

PR or Internal Price Request reference	GFFO	2024	TRI	15
Page : /	Programme name	Year	Project/Site	Log chrono N°

REQUESTED BY:	QUOTATION DATE: .. / .. /
Name: Mada Association	Supplier Name:
Address: Ein Remeneh, Arid street, Atallah building, 2nd floor / Tripoli, Dam w Farz, Al wafaa bldg, 4th floor.	Address:
Fiscal number: 1149411	Fiscal number:
Phone Number and E-mail: 03 063 177 / procurement@mada.org.lb	Phone Number / E-mail:
Contact person / Title: Bassel Karhani / Procurement, Logistics and Security Coordinator	Supplier Name & Title:
DELIVERY DATES AND CONDITIONS (AS PER THE BELOW TABLE)	PAYMENT TERMS AND CONDITIONS:: <input type="checkbox"/> Bank Letter <input type="checkbox"/> Check + Order of the check: <input type="checkbox"/> Cash Payment at the order Partial payment at the order Deferred payment

Line N°	Description of Goods or Services <i>Provide maximum details as possible, technical specifications can be attached in appendix of this document</i>	Quantity	Unit	Unit Price	Total Price	Specifications (please specify)	Weight	Battery life	Security features	Remarks
1	Laptop 14" (core i7 - 8 GB RAM 256 GB, ssd) KB ArabicWith carrying bag & wireless mouse	1	Pc							
2	Laptop 16" (core i7 - 1355 U-15 GB RAM - 512 GB - ssd)KB Arabic with NumPadWith Carrying Bag & Wireless Mouse	1	Pc							

TOTAL Excluding Taxes		QUOTATION VALIDITY PERIOD:
VAT (11%) in USD		
VAT (11%) in LBP		
TOTAL including Taxes		
Currency	USD	

Guidelines	
1-This RFQ should be properly filled, signed and stamped, otherwise will be directly disqualified. 2- The ID of the representative must be attached, otherwise will be directly disqualified (Mandatory) 3- The registration certificate must be attached, otherwise will be directly disqualified (Mandatory) 4- A 1 year warranty document must be attached, otherwise will be directly disqualified (Mandatory) 5-The Weight, security features, and battery life can be mentioned in this RFQ (Not Mandatory but will be scored) 6- Item Description (any item that does not meet the below minimum specifications can lead to disqualification).	* This quotation request is not a definitive order and does not represent a commitment on behalf of Mada Association. * By signing this document, the supplier acknowledges that information provided are correct and commits himself to respect national and international regulations regarding working conditions, environment respect and ethics. * Risks, Insurance and transportation costs of the goods at delivery place are under the responsibility of the supplier * Pursuant to Lebanese law (Lebanese Tax Law Chapter 6, Articles 41, 42 and 43), if CONTRACTOR/ SUPPLIER cannot provide evidence of registration with the Lebanese Ministry of Finance, Mada Association will withhold from each payment made under this quotation, 8.5% of the payment for taxes on services and 3.4% for taxes on goods. By signing this document, the supplier acknowledges that information provided are correct and commits himself to respect national and international regulations regarding working conditions, environment respect and ethics.

Full Name, Date, Signature, Stamp