



SUPPLIER QUOTATION

PR or Internal Price Request reference	AFD	2024	TRI	3
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 Address: Mada Tripoli office, Dam w Farz, Zone D, Al Wafaa building, 4th floor)	
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 <input type="checkbox"/> Payment at the order <input type="checkbox"/> Partial payment at the order <input type="checkbox"/> 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 (Please specify in KG)	Battery life (Please specify in Hour)	Type of ports (Please specify)	Remarks
1	Laptop 16GB, Lightweight, Core I7; RAM Intel, AMD Radeon™ Graphics, 512GB, Nvme SSD, Inch 4K, UHD Windows 10, French / English Backlit Keyboard; BT; pre-installed operating system; 1 year warranty, with bag and wireless mouse.	2	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, Type of ports, 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 above minimum specifications can lead to disqualification).
- 7- Delivery Address: Mada Tripoli office, Dam w Farz, Zone D, Al Wafaa building, 4th floor)

- * 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