



REQUEST FOR QUOTATION

"For Procurement of Microsoft Office Professional"

The Nam Ngiep 1 Power Co. Ltd. (hereinafter called "Client") has been established to develop the Nam Ngiep 1 Hydropower Project ("Project"), co-owned by Kansai Electric Power of Japan, EGAT International of Thailand, and the Lao Holding State Enterprise. As part of our project, the "Client" plans to select eligible supplier to **supply "32 Licenses of Microsoft Office Professional"** ("Goods"). The "Client" invites eligible suppliers to submit a quotation for the Goods.

Qualification Criteria

- Valid Business License;
- Valid Tax Certificate;
- Previous Work Reference on similar works or contracts (if any).

The Quotation shall be delivered to the following address below no later **than Wednesday, April 8, 2020.**

Atten: **Mr. Xaythinanh PHILAMAKHOT**

Manager – Procurement, IT and DCC, Administration Division
Nam Ngiep 1 Power Company Limited
2nd Floor of Sky Building, Sibounheuang Village,
Chanthabouly District, Vientiane, Lao PDR

The rate quoted by the bidder shall be fixed for the duration of the contract;

The quoted price shall be in US Dollar;

Quotation shall remain valid for a period not less **than 60 days** after the deadline for submission.

Interested eligible supplier may obtain a **full set of Quotation Forms and Specification of the Microsoft Office Professional** (in person or by email) from;

Contact Person

Mr. Xaythinanh PHILAMAKHOT

Manager – Procurement, IT and DCC, Administration Division,

2nd Floor of Sky Building, Sibounheuang Village, Chanthabouly District, Vientiane, Lao PDR,

Mobile: +856-20-22303344, Email: xaythinanh.p@namngiep1.com

CC: Mss. Phonesavanh PHASAVATH

Procurement Officer

Mobile Number: +856 20 7770 1991, Email: Phonesavanh.phasavath@namngiep1.com