



REQUEST FOR QUOTATION “Microsoft Office Professional Plus 2016 and Antivirus Licenses”

Bid Identification No. NNP1-ADM-PCD-PO-20-109

The Nam Ngiep 1 Power Co. Ltd. (hereinafter called “Owner”) 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 “Owner” plans to select eligible suppliers to supply “**Microsoft Office Professional plus 2016 and Antivirus Licenses**” (“Work”). The “Owner” hereby invites eligible Suppliers/Companies to submit **a sealed quotation** for the Works.

The quotations shall comprise of the following but not limited to;

- Price quotation
- Valid Business License
- Valid Tax Certificate

The Sealed Quotation shall be delivered in **hard copy** and duly signed by the authorized personnel of the bidder and clearly marked “**Confidential**” to the following address no later than **Wednesday May 27, 2020**.

Attention to:

Mr. Xaythinh PHILAMAKHOT
Manager – Procurement, IT and DCC, Administration Division, 2nd Floor of Sky City Building, Sibounheuang Village, Chanthaboury Dist. Vientiane Capital, Lao PDR, Telephone: + (856) 21 265185, Mobile: +856-20-22303344
Facsimile number: + (856) 21 265186,
Email: xaythinh.p@namngiep1.com

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 Suppliers/Companies may obtain a full set of quotation forms (in person or by email) and further information from;

Contact Person

Mr. Xaythinh PHILAMAKHOT
Manager – Procurement, IT and DCC, Administration Division, 2nd Floor of Sky City Building, Sibounheuang Village, Chanthaboury Dist. Vientiane Capital, Lao PDR, Telephone: + (856) 21 265185, Facsimile number: + (856) 21 265186, Mobile: +856-20-22303344, Email: xaythinh.p@namngiep1.com

CC: Mr. Kongthanou KHANTHAVIXAY

Deputy Manager – Procurement, Contract and DCC, Mobile Number: +85620 5558 1518, Email: kongthanou.k@namngiep1.com, Website: <https://namngiep1.com/procurement/bidding-notice/>