



REQUEST FOR QUOTATION

“Microsoft Exchange Email Licenses (Microsoft 365 Business)”

Bid Identification No. NNP1-ADM-PCD-PO-21-19

Nam Ngiep 1 Power Company Limited (hereinafter called “Owner”), co-owned by KPIC Netherlands, a subsidiary of Japan’s Kansai Electric Power, EGAT International of Thailand, and the Lao Holding State Enterprise, was established to develop the Nam Ngiep 1 Hydropower Project (“Project”). The Owner is now operating a 290-MW Project in Bolikhan District, Bolikhamxay Province in order to provide clean renewable electricity and contribute to poverty reduction in Laos. As part of our Project, The Owner plans to select an eligible Supplier to supply “**Microsoft Exchange Email licenses (Microsoft 365 Business)**” (“Work”) by inviting 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**” with title “**Quotation for Microsoft Exchange Email Licenses**” to The Owner’s office address below by or before **17:00 local time, Friday, March 5th, 2021**. The full set of quotation form can be obtained upon request by email or written application to address below. Late submission will be rejected and returned unopened to the bidders.

The quotation by the bidder in Lao Kip shall be fixed for the duration of the contract and remain valid for a period not less **than 60 days** after the deadline for submission.

The Owner may cancel the bidding process at any time for any reason, and the Owner is neither bound to accept any quotations that The Owner may receive nor required to invite any companies/firms to submit the quotation for the Project without any financial obligations or liabilities to any bidders.

The address referred to above is:

Attention To:

The Administration Division, Nam Ngiep 1 Power Company Limited, 2nd Floor, Sky City Building, PO Box 5530, Sybounheuang Village, Chanthabouly District, Vientiane Capital, Lao PDR, Office Tel: +856-21-261251, Fax: +856-21-261252, Email: procurement_nnp1@namngiep1.com, Website: <https://namngiep1.com/procurement/bidding-notice/>