



REQUEST FOR QUOTATION

“Microsoft 365 Business Basic License”

Bid Identification No. NNP1PC-ADM-PCD-PO-22-023

The Nam Ngiep 1 Power Co. Ltd. (hereinafter called “The 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 Suppliers/Companies to supply “Microsoft 365 Business Basic License” (“the Goods”) by inviting eligible Suppliers/Companies to submit **a Sealed Quotation** for the Goods.

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

- Price quotation
- Copy of Valid Business License
- Copy of Valid Tax Certificate

The Sealed Quotation must be delivered in the **hard copies (Original and Copy)** and duly signed by the authorized personnel of the bidder and clearly marked “**Confidential**” with title “**Quotation for Microsoft 365 Business Basic License**” to The Owner’s office address below **by or before 17:00 (local time), Wednesday, 6th April 2022**. 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 suppliers/companies 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-notices/>