



Bidding Document:

Technical Specifications: Video Teleconferencing for the RUFORUM Secretariat

The RUFORUM Secretariat has set aside funds for acquisition of Video Teleconferencing facilities and now wishes to select a service provider for the same.

A: Technical Specifications and other Requirements;

1. High-definition video conferencing
2. High-definition voice
3. High-definition content sharing
4. Allow 4-site MP video calls
5. High Resolution Camera: 720p30/60 capable
6. Wireless Microphones (3)
7. Multipoint software license
8. Cables and remote control
9. One-year return to factory parts and labor
10. 42 inch Monitor / Screen

B: Other Requirements

The Bidder will be required to;

1. Install, operationalize and provide maintenance and back up support as and when required.
2. Be agreeable to warrant the facility for a period covering twelve (12) months from the date of operationalization
3. Prices shall be offered in any convertible currency.

C: Evaluation and Selection Criteria:

All bid prices will be converted to USD using the exchange rate for the day of bid opening.

1. Total Compliance to technical specifications
2. Price offered: Should be inclusive of Equipment, Software, Installment at site and provision of backup services upon installation and operationalization such as Training etc
3. Proof of having successfully provided this facility to 5 reputable organizations in the last 3 years.

RUFORUM is not obligated to select the best or any other provider and it may cancel the procurement process without incurring any costs from bidders.

Bidders that submitted bids earlier are REQUIRED to submit fresh bids if still interested.

Prof. Adipala Ekwamu

Executive Secretary