**IT and Communications Department of State Oil Company of Azerbaijan Republic (SOCAR) announces an open procurement competition (No. 23005-22) for the Office equpment**

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| --- | --- |
|  | ***Documents to be submitted for participation in the competition:**** Application letter for participation in the competition *(the letter form is attached);*
* Bank document on payment of the participation fee;
* Bid *(must be valid no less than 30 bank days after the date of opening of the bid envelopes).*

Application for participation in the competition *(signed and sealed)* and the bank document on payment for participation fee should be submitted in Azerbaijani, Russian or English languages no later than **10.04.2022**, by **17:30(p.m**.) time, to the address of the Purchasing organization specified in the notice.The copies of the required documents *(except the bid)*may be sent to the e-mail address of the contact person specified in the notice. In this case, the originals of the documents shall be submitted to the Purchasing Organization until the last day of submission of the bids.  |
|  | ***The deadline for submission of the bids:**** An original and two copies of the bid shall submitted to the Purchasing Organization before **14.04.2022**, by **10:00 (a.m.)**  time.
* Late bids shall be rejected.
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|  | ***Participation fee and acquisition of theinvitation to bid:**** Those wishing to acquire the invitation to bid for Azerbaijani or English languages can obtain it from the contact person in electronic or print form after paying 236.00 Azerbaijani manat (VAT included) or an equivalent amount in any other freely convertible currency to the below-mentioned account, till the date specified in the paragraph I of the notice, on any business day of the week from 09:30 a.m. to 05:30 p.m.
* ***Account number***:

**International Bank of Azerbaijan OJSC,****AZ38IBAZ38010019449306332120,****TIN: 9900003871,** **Customer Services Department,** **Code: 805250,** **Correspondent account: AZ03NABZ01350100000000002944,** **TIN: 9900001881,****SWIFT BIK: İBAZAZ2Х*** The participation fee is not refundable
 |
|  | ***Execution term of the Contract:**** It is required to fulfill the conditions of the purchase contract for 90 (ninty) calendar days.

***The tender offer submitted by the tenderer shall consists of the following documents (For lot 1)*:**Proposal assurance presented by applicant have to be at least 1% of bid;Ammont of assurance have to be equal to the total price of least amount of advance payment;Implementation assurance of contract is defined by 5% amount of the procurement contract; |
|  | ***The address of the Purchasing organization:*** АZ 1029, Azerbaijan Republic, Baku, Heydar Aliyev avenue, 113 ***Contact person:*** Nurlan Huseynov The procurement specialist in department of supplyFon: +994 12 521 05 72Fax: +994 12 521 05 72Mob: +994 50 842 32 16Mail: nurlan.huseynov@socar.az |
|  | ***The notice , information about the subject of procurement and application form to obtain tan invitation to bid are placed at the internet site:***[**www.socar.az**](http://www.socar.az) **(**[***http://www.socar.az/socar/az/company/procurement-supply-chain-management/procurement-notices***](http://www.socar.az/socar/az/company/procurement-supply-chain-management/procurement-notices)**)** |
|  | ***Time, place and the opening date of bids:*** Bids will be opened on **14.04.2022** at **11:00** time at the address of the Purchasing Organization specified in paragraph V of the notice.  |
|  | ***Information about contracts awards:*** For the information about the final results of the competition please click following web link:[**http://www.socar.az/socar/az/company/procurement-supply-chain-management/contract-awards**](http://www.socar.az/socar/az/company/procurement-supply-chain-management/contract-awards) |

***The procurement group of the IT and Communications Department, SOCAR***

**(In the firm blank of the applicant)**

**Application form for participation in the open competition and for acquisition of Invitation to Bid (Set of Basic Conditions)**

\_\_\_\_\_\_\_\_\_\_\_ city “\_\_”\_\_\_\_\_\_\_20\_\_

\_\_\_\_\_\_\_\_\_\_\_No.

Attn.: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_,

 Head of procurement group of

 SOCAR IT and Communications Department

Hereby we,*[full name of the applicant consignor (Contractor) is specified]*confirm the intent of participation in an open competition [*insert No. of competition*]announced by SOCAR [*insert name of Purchasing Organistaion*], for purchasing [*insert procurement subject*].

At the same time, we confirm the absence of any cancellation or bankruptcy procedures, activity interruption in relation to [*full name of the applicant consignor (Contractor) is specified*] or any situation making it’sparticipationimpossible.

We kindly ask You to send the soft copy of an invitation to bid to the following e-mail address:\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_.

The contact information for propmtly responding the queries relating the documents submitted by us and other issues:

* Contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Position of the contact person: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Phone number: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* Fax: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_
* E-mail address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

**Appendix:**

1. *Original of the bank document on payment of the participation fee – \_\_ pages.*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(name, surname, patronymic of the responsible person) (signature of responsible person)*

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

 *(position of responsible person)*

**Sea**

**The list of purchasing goods**

|  |  |  |  |
| --- | --- | --- | --- |
| **№** | **Name** | **Unit** | **Q-ty** |
| 1 | Laminatator A3 | pcs | 2 |
| 2 | Head Cleaning cartridge 8mm Exabyte | pcs | 5 |
| 3 | Notebook Panasonic Toughbook CF33 | pcs | 5 |
| 4 | Termopasta | pcs | 5 |
| 5 | Plotter papper C6036A  | pcs | 20 |
| 6 | Plotter papper 42" Q1406A | rol | 38 |
| 7 | Plotter papper Xativa X-Press XXPMC140 | pcs | 8 |
| 8 | Plotter papper 24" Q1404A | pcs | 8 |
| 9 | Ribbon Zebra ZM400 | pcs | 26 |
| 10 | Label Zebra ZM400 102x25mm | pcs | 10 |
| 11 | Termal faksimil papper Zavsan 222mm+ | pcs | 150 |
| 12 | Battery (LP-E6N) | pcs | 2 |
| 13 | Flash YONGNUO YN560 IV | pcs | 1 |
| 14 | Mini WI-FI USB adapter TP-link TL-WN823N | pcs | 7 |
| 15 | Barkod printer Xprinter XP-350B | pcs | 1 |
| 16 | Barkod printer Zebra ZM400 | pcs | 1 |
| 17 | Printer (3 in 1) A4 Canon MF443DW | pcs | 66 |
| 18 | Scaner A3 (ADF-lə) HP 9120N | pcs | 3 |
| 19 | Connektor 4P4C | box | 5 |
| 20 | Papper HP High-Gloss Photo Paper Q1427A  | rol | 2 |
| 21 | Magnetic shaft Canon 057H üçün | pcs | 500 |
| 22 | Magnetic shaft HP LJ 1005 üçün | pcs | 1500 |
| 23 | Magnetic shaft HP LJ 1010 üçün | pcs | 1500 |
| 24 | Fotoval Canon 057H üçün | pcs | 500 |
| 25 | Fotoval HP LJ 1005 üçün | pcs | 1500 |
| 26 | Fotoval HP LJ 1010 üçün | pcs | 1500 |
| 27 | USB cabel 3 m | pcs | 40 |
| 28 | USB cabel 5 m | pcs | 30 |
| 29 | USB cabel 10 m | pcs | 10 |
| 30 | Flash card 8GB | pcs | 25 |
| 31 | Flash card 32GB | pcs | 60 |
| 32 | Disk CD-R | pcs | 200 |
| 33 | Disk DVD-R | pcs | 1700 |
| 34 | 1TB Ext. 2,5 | pcs | 15 |
| 35 | 2TB Ext. 2,5 | pcs | 30 |
| 36 | 3TB Ext. 2,5 | pcs | 5 |
| 37 | HDD 500GB 7200 SATA | pcs | 8 |
| 38 | HDD 2TB SATA | pcs | 65 |
| 39 | HDD 8TB 3,5" SATA | pcs | 2 |
| 40 | SSD 960GB | pcs | 2 |
| 41 | SSD 256GB | pcs | 15 |
| 42 | HDD 3TB SATA 6Gb\s | pcs | 10 |
| 43 | İBM HDD 1,2TB 2,5in 10K 6Gb | pcs | 5 |
| 44 | Western Digital 150 GB Raptor Bulk/OEM WD1500ADFD | pcs | 8 |
| 45 | Mouse USB | pcs | 265 |
| 46 | Mouse Wireless | pcs | 20 |
| 47 | Keyboard USB | pcs | 215 |
| 48 | Keyboard Wireless | pcs | 30 |
| 49 | Notebook çantası 16,1" | pcs | 10 |
| 50 | Notebook çantası 17,3" | pcs | 20 |
| 51 | Splitter 4 port | pcs | 2 |
| 52 | Connector RS-232 (DB9P) | pcs | 20 |
| 53 | Connector RS-232 (DB9S) | pcs | 20 |
| 54 | Headphones CANYON CNDSGHS5 | pcs | 2 |
| 55 | Logitech Audio System 2.0 Z200 | pcs | 2 |
| 56 | Headphones JBL T205 (JBLT205BLK-N) | pcs | 2 |
| 57 | Auray WHF-158 | pcs | 2 |
| 58 | DJİ RONİN RS2 | pcs | 1 |
| 59 | Presenter HP Elite Presenter mouse | pcs | 5 |
| 60 | UPS 1200VA | pcs | 120 |
| 61 | Connektor 4P4C | pcs | 5 |
| 62 | Network card HP 1GB | pcs | 10 |
| 63 | 4GB MicroSDHC klass4 | pcs | 150 |
| 64 | Vidocard VGA PCİ (PC) 4 GB | pcs | 100 |
| 65 | RAM DDR3 (12800U-4Gb) | pcs | 40 |
| 66 | Motherboard (HP6000 Pro) | pcs | 30 |
| 67 | Power supply (HP6300 Pro) | pcs | 35 |
| 68 | Usb camera  | pcs | 50 |
| 69 | Openstage 15T  | pcs | 55 |
| 70 | Openstage 40T  | pcs | 35 |
| 71 | Gigaset DA710 | pcs | 190 |
| 72 | Access Point Archer C80 - AC1900 Wireless MU-MIMO Wi-Fi 5 Router 2 | pcs | 10 |