



UNITED NATIONS
UNIVERSITY

REQUEST FOR QUOTATION

RFQ-005/2012

Request for Quotation (RFQ) – Supply and delivery of 2TB Hard Disk Drives to the United Nations University

1. The United Nations University (UNU) is looking to procure new 2TB Hard Disk Drives for its Tokyo office and requests your quotation as specified in Annex A attached.
2. Please send your quotation in the Quotation Form (attached as Annex B) **by 16:00 16 March, 2012** by email to makuuchi@unu.edu or fax 03-34992828. Please submit detailed computers specifications in your quotation.
3. Your quotation must be valid for at least 30 days and please indicate your earliest delivery date for the computers.

A handwritten signature in black ink, appearing to read 'Angela Lee', is positioned above the printed name.

Angela Lee
Procurement & Administrative Officer
United Nations University

ANNEX A

RFQ/005/2012 - Supply and Delivery of 2TB Hard Disk Drives to the United Nations University

Specifications

Hard Disks Drives;
Internal/External: Internal
Interface: SATA/600
Drive Type: Hard Drive
Capacity (GB): 2000
Rotational Speed: 7200
Cache Size: 64

ANNEX B

QUOTATION FORM

Description	Quantity	Price per unit (JPY)	Total amount (JPY)
2TB Hard disks Drives <i>(as per specifications in Annex A)</i>	34		
Sub-TOTAL			
LESS Discount (if any)			
ADD Miscellaneous Charges (please specify, if any) _____			
Grand TOTAL			

Please indicate earliest Delivery Date to the UNU: around days after receiving PO.

.....
Vendor Name

.....
Name of Authorized Official

.....
Signature

.....
Date