REQUEST FOR PROPOSAL (RFP 16/008)

**AUDIO AND VIDEO SYSTEM**

| Date of Issue: | Tuesday, 15th July 2016 |
| Closing Date and Time: | Wednesday, 27th July 2016 |
| Contact details: | Quotations and enquiries must be submitted via email only and sent to; procurements@nexteinstein.org. Always indicate the RFQ number with your submission |
| Category | IT Service |

**Background & Context**

The African Institute for Mathematical Sciences (AIMS, www.nexteinstein.org) is a pan-African network of centres of excellence for postgraduate training, research and outreach in mathematical sciences. Its mission is to enable Africa's brightest students to flourish as independent thinkers, problem solvers and innovators capable of propelling Africa's future scientific, educational and economic self-sufficiency.

The AIMS-NEI Global Secretariat, provides leadership and oversight to 5 Centres of Excellence across Africa (South Africa, Senegal, Ghana, Cameroon and Tanzania), Next Einstein Forum and Quantum Leap.

The first AIMS centre opened in Cape Town, South Africa in 2003; since 2011, AIMS has opened additional centres in Senegal, Ghana, Cameroon and Tanzania. The goal of the AIMS Next Einstein Initiative (AIMS-NEI) is to build a pan-African network of 15 centres of excellence across the continent by 2023.

Each AIMS centre provides an intensive and broad education to over 50 African students each year and prepares them for leadership careers in academia, governance and industry. The AIMS educational program relies on top international lecturers who teach in a 24-hour learning environment.

The 6th Centre of Excellence – **AIMS Rwanda** - is slated to open August 2016! To foster the enriching learning environment that our students have come to expect, the Refurbishment Services should focus on creating a world-class education facility with emphasis on facilitating:

- innovative thinking,
- academic excellence and,
- operational efficiency.

**Purpose & Scope**

The African Institute for Mathematical Sciences, RWANDA (AIMS Rwanda) seeks audio-visual services from a firm in order to reach out to its intended audience through audio and video conferences during meetings, dispensing of classes and other related issues. The objective of
this request is to receive a proposal that will provide AIMS Rwanda, with a stable A/V service that may include:

- A single line drawing of the new audio, video, and sound systems
- A listing of all labor and materials to install the complete audio, video, and sound systems.
- Testing and adjustments after the installation of the new audio, video, and sound system. Assist AIMS with programming and commissioning the new systems after installation.
- Additional power, network or other outlets beyond those presently installed must include the cost for equipment, installation, cabling and hook-up in the proposal
- Support for manufacturer warranties for service during the warranty period, and also provide the service support labor rates
- Purchase and installation of a complete audio and video system
- Commission of the equipment and provide on-the-job training in operation and maintenance of the system
- Creation of a high quality, high definition, state-of-the-art audiovisual system to facilitate and document the meetings and presentations –the recording of which will be broadcast over the web. The video and audio available on the Internet will be simulcast and available for later distribution.
- Proposed equipment that would best meet the stated goals.
- A plan for both sites of the rooms concerned.

The proposal should address 2 distinct sites:

<table>
<thead>
<tr>
<th>Site</th>
<th>Room</th>
<th>Size</th>
<th>Description</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Site A: AIMS Secretariat</strong></td>
<td>Conference Room N 1</td>
<td>Used for meetings and conferences of up to 200 participant</td>
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<tr>
<td><strong>Kacyiru Office</strong></td>
<td>Conference Room N 2</td>
<td>Used for meetings and conferences</td>
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<td><strong>Site B: AIMS RWANDA</strong></td>
<td>Computer Laboratory</td>
<td>A computer lab of 70 people primarily used for classes.</td>
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<tr>
<td><strong>Center (aka Alpha Palace)</strong></td>
<td>Lecture Room 1</td>
<td>Divided by a soundproof wall from Lecture Room 2</td>
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<tr>
<td></td>
<td>Lecture Room 2</td>
<td>Divided by a soundproof wall from Lecture Room 1</td>
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<td></td>
<td>Library</td>
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<td>Video Room</td>
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<td>Reception</td>
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<tr>
<td></td>
<td>Multi-Purpose Meeting Room</td>
<td>Used for meetings and conferences</td>
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</table>
**Deliverables & Scope of Work**

- Work associated with this contract includes the delivery, unloading, setting in place, fastening to walls, floors, ceilings, counters, or other structures where required, interconnecting wiring of the system components, equipment alignment and adjustment, and other work, whether or not expressly required, which is necessary to result in a complete and operational system that provides audio and video quality.

- The bidder must use factory trained and certified programmers to coordinate the installation and program the control system and digital signal processors. The programmers must have been actively programming systems in commercial installations for at least two years after receiving their certification. Copies of certifications must be provided in the bid submittal.

- The project engineer must have a minimum of five years’ experience as electronics engineer covering systems of comparable complexity.

- The audiovisual contractor must be the general contractor on this project. If the audiovisual contractor is not licensed, nor has personnel qualified to do some required work (i.e. high voltage electrical wiring, millwork, wall patching and painting), it is the responsibility of the audiovisual contractor to subcontract for this work. The costs of any subcontract shall be included in the initial bid.

- Bidder must have ability to respond to emergency calls regarding equipment issues within a four-hour response time, Monday through Friday, 8:00am-8:00pm, and any other time the Center is open for business.

- Bidder must provide ongoing support for at least 2 years after installation.

1. **Technical Requirements**

   **Audio System:**

   - Calibrate and test all systems to the following performance standards:
     - Frequency Response: +/- 3 dB per octave band, 125 Hz to 10,000 Hz. 3dB per octave roll off below 125 Hz and above 10 kHz.
     - Total Acoustical Harmonic Distortion: Less than 2% at 85 dB (1kHz reference) at four feet above finished floor in the middle of the room.
     - The gain structure for all audio system components (mixer input to amplifier output) shall be adjusted to achieve the highest signal-to-noise ratio, 75 dB from 50 Hz to 15 kHz minimum.
     - The audio frequency response of the electronics system with equalizers bypassed shall vary less than +1 dB from 50 Hz to 12 kHz.
     - The electronic system audio distortion shall be less than 0.5% at 1 kHz at the equipment’s rated input signal level.
- Sound Output Capability: Provide program levels of not less than 95 dB and speech reinforcement levels of not less than 85 dB in the seating area without objectionable distortion, rattles, or buzzes, employing as test signals several different samples of recorded music and microphones applied at each system input.
- Hum and Noise: Hum and noise shall be inaudible (below the background noise level of the space) under normal operation and as observed in normal seat locations.
- Wireless systems shall neither be the source of, nor be affected by, radio-frequency interference to/from external signal devices.

**Video System:**

- Calibrate and test all systems to the following performance standards:
- Video system shall conform to RS-170A standards, as applicable.
- Signal-to-Noise Ratio (peak to RMS) Unweighted DC to 4.2 MHz: 55 dB minimum.
- Crosstalk: Crosstalk (unweighted DC to 4.2 mHz): 45 dB minimum.
- Frequency Response: Within plus-or-minus 0.5 dB to 4.2 mHz.
- Line and Field Tilt: 2% minimum.
- Differential Gain: 3% maximum.
- Differential Phase: 2° maximum.
- Video Timing:
  - System Timing: Sync coincidence within 50 nanoseconds.
  - Color Timing: Within 2° at 3.58 mHz.
- Radio Frequency (RF):
  - Visual Carrier Level: +6 dBmV minimum and +16 dBmV maximum at system outlets for utilized channels.
    - Adjacent Channel Visual Carrier: 3 dB maximum differential at systems outlets.
  - Non-Adjacent Channel Visual Carrier: 10 dB maximum differential at systems outlets.
  - Carrier-to-Noise Ratio: 43 dB minimum.
  - Amplitude Response: Flat within plus-or-minus 1.0 Db.
  - Signal-to-Noise Ratio: 50 dB minimum for the maximum level of the signal and the interference resulting from cross modulation from other signals on the system, after demodulation.
  - Outlet-to-Outlet Isolation: 25 dB minimum.
  - Audio carrier: Suppress 15 dB below visual carrier for same channel.
  - Splitter/combiners: Slope of 0.8 dB, Return loss of 15 dB.
• At no point in the system shall signal drop below 0dB.

2. **Content Transport and Distribution System:**

• The HD Digital Transport and Distribution System shall include providing and integrating the following principal systems:
  o Audio/Video switching.
  o Audio/Video distribution at native resolution without compression.
  o Video interface equipment.
  o Audio interface equipment.
    ▪ HDMI signal transport.
    ▪ HDCP support.
    ▪ Deep Color support.
    ▪ EDID management.
    ▪ HDCP KSV handling/management.
    ▪ Digital diagnostic tools.

• System Capabilities:
  o The AV switching system shall support at least 6.75Gbps of data transfer on each input and output to support 1080p 36-bit (Deep) Color video resolutions without compression.
  o The AV switching system shall support 8 channel audio.
  o The AV switching system shall support audio breakaway from video.
  o The AV switching system shall have less than 5us of latency from AV input to AV output.
  o The AV switching system shall support the HDMI specification of less than 1 in 1x10-9 bit errors at 1080p 36-bit (Deep) Color.
  o The AV switching system shall down-mix multi-channel audio into 2-channel audio so that the same audio content may be routed to both multi-channel and 2-channel sinks.
  o The AV switching system shall be able to dither between standard and deep color video signals on each input and output.
  o The AV switching system shall transcode the AV signals to a single signal type for distribution.
  o The AV distribution system shall use multimode fiber or shielded twisted pair for AV signal distribution.
  o The AV distribution system shall route AV signals from any input to any output with less than 1ms of latency.
  o The twisted pair structured cabling used to carry the AV signals shall be shielded.
The twisted pair structured cabling used to carry the AV signals shall be specified to 1.2GHz of bandwidth or greater.

The AV distribution system shall not require extra cabling to transmit the following control signals for AV sources and sinks:

- RS-232.
- Infrared.
- Ethernet.
- Contact Closure.

The AV switching system shall allow configuration of the EDID presented to sources on each AV input.

Each input on the AV switching system shall be configured independently.

The AV switching system shall by default present an EDID to each input that includes only the video timings and audio formats common all sinks connected to the outputs.

The AV switching system shall allow the user to enter each input’s EDID video timings individually.

The AV switching system shall allow the user to enable and disable support for the following items in each input’s EDID:

- Deep color.
- 3D support.

3. Areas Of Concentration

AIMS Secretariat - Conference Room 1 and 2

These rooms have the same functions. Conference Room 1 is on the ground floor and Conference Room 2 is just above it on the first floor. No equipment has been installed yet, however, a projection screen, a video-projector and a projector mount will be installed by other vendors.

Two ceiling mount speakers and a wireless handheld microphone will be installed in each lecture room. A diagram is found in the annex.

Each conference room should have at least 2 (two) Wall AV input to connect external equipment to the speaker system and at least 1 (one) In-wall Volume Controllers.

Two options will be quoted for this area: centralized and decentralized. A diagram will be added in the annex.

AIMS Rwanda CENTRE (Formerly Alpha Palace Hotel)
Each room should have at least 2 Wall AV input to connect external equipment to the speaker system and at least 1 In-wall Volume Controllers.

Two options will be quoted for this area: centralized and decentralized. A diagram will be added in the annex.

Lecture Rooms (1&2):

These rooms have the same functions and are divided by soundproof walls. No equipment has been installed yet, however, a projection screen, a video-projector and a projector mount will be installed by other vendors.

Two ceiling mount speakers and a wireless handheld microphone will be installed in each lecture room. A diagram is found in the annex. The vendor will perform tests to assure quality standards are met.

- the fabricated walls are soundproofed enough so the there is no disturbance between the 2 lecture rooms
- there is no interference with the wireless signals

Computer Laboratory:

The laboratory has a capacity of 50 seats. No equipment has been installed yet, however 2 projection screens, 2 video-projectors and 2 projector mounts will be installed by other vendors. These are the following equipment to be installed by the bidder:

- 2 ceiling mount speakers at each corner of the room (1 at the front and 1 at the back)
- 1 wireless handheld microphone
- 1 wireless lapel microphone.
- 3 PTZ Video Cameras for recording lectures
- System to record audio/video for Internet broadcasting.
- Control Panel
- Sound Reinforcement
- 1 A/V input for laptop/PC on the lectern
- 1 A/V input for laptop/PC and 1 document camera input on the staff desk

These are the 3 principal components:

A diagram is found in the annex.

Library
No equipment has been installed yet, however a projection screen, a video-projector and a projector mount will be installed by other vendors. Two ceiling mount speakers and a wireless handheld microphone will be installed.

**Video Room**

No equipment has been installed yet, however a projection screen, a video-projector and a projector mount will be installed by other vendors. Two ceiling mount speakers and a wireless handheld microphone will be installed.

**Multi-purpose Meeting Room**

No equipment has been installed yet but a projection screen, a video-projector and a projector mount will be installed by other vendors. Two ceiling mount speakers and a wireless handheld microphone will be installed.

**Reception**

Speakers will be installed at the reception area and in the corridors for announcements to be clearly received.

**Server Room**

Two options will be quoted. For the centralized option, the main equipment will be found in the server room. In this case, the following has to be quoted:

- Electronic Display/Bulletin Board
- Control System:
  - Verify functional operation for specified control operations.
  - Linking: Provide linking of functions to require the fewest number of user actions to effectively control the equipment.
  - Timing: Avoid the possibility for two or more serial macros or actions being sent simultaneously to the same piece of equipment through flag checking/setting routines.
  - Defaults: Establish default conditions for the system at power-up including device audio levels, warm-up routine, power conditions, switcher status and other default conditions as required by the County.
  - Volume Memory: Provide easy-to-use memory for volume settings associated with each particular source device. They shall be maintained between alternate selections during each segment of the power-up condition.
  - Failsafe: No operation or sequence of operations shall cause the control system to become inoperable or interfere with further processing, correct operations nor execution of commands
• Provide and install one integrated media switching and distribution system. The digital media switcher system shall have the following minimum specifications:
  o Capacity for eight digital inputs and eight HDMI with analog stereo audio inputs.
  o Capacity for four digital outputs and four HDMI with analog stereo audio outputs.
  o Redundant power supply.
  o Five transmitters with two inputs (VGA and HDMI), located at wall plates.
  o Three transmitters with two inputs (VGA and HDMI), located at custom I/O plates for floor boxes.
  o Acceptable model: Extron XTP or equivalent.

4. General Requirements
   4.1 Delivery of unit: The vendor awarded will provide AIMS with advanced warning of five business days prior to delivery.
   4.2 There will be a voluntary on-site meeting on June 18th, 2016 at 3 PM at Secretariat Office in KACYIRU (Near to the SOS Villages National Office) and the AIMS Rwanda Center (formerly the Alpha Palace Hotel) to allow participating vendors to assess the installation site and to ask any questions that they may have. Please do confirm your intent to attend this on-site visit, by email to [enter email address].
   4.3 Installation: The vendor awarded will be responsible for the installation of the audio system at the respective sites.

5. Special Conditions
   All the equipment proposed by the vendor must be included in the submitted proposal:
   • Make and model number of specified equipment.
   • Specifications for proposed handsets.
   • Description of the installation process and time lines from initial surveys to close out.
   • Description of the training to be provided to end-users.
   • Description of power failure cut over

6. Schedule of Events
   Voluntary on site visit....................July 16th and 18th, 2016 11:00 AM
   Vendor Written Inquiries Submission Deadline........July 19th, 2016
   Vendor Selection Notification .....................July 22nd, 2016 2:00 PM
7. **Vendor Experience & Quality Assurance**
   - The vendor shall have worked satisfactorily for a minimum of five (5) years on systems of this type and size.
   - Upon request by the engineer/designer, furnish a list of references with specific information regarding type of project and involvement in providing of equipment and systems.
   - Equipment and materials of the type for which there are independent standard testing requirements, listings, and labels, shall be listed and labeled by the independent testing laboratory.
   - Where equipment and materials have industry certification, labels, or standards, this equipment shall be labeled as certified or complying with standards.
   - Material and equipment shall be new, and conform to grade, quality, and standards specified. Equipment and materials of the same type shall be a product of the same manufacturer throughout.
   - Subcontractors secured by the vendor shall assume all rights and obligations toward the vendor and the vendor assumes toward the owner and engineer/designer.

8. **Warranty and Maintenance**
   - Unless otherwise specified, unconditionally guarantee in writing the materials, equipment, and workmanship for a period of not less than twelve (12) months from date of acceptance by the owner. The owner shall deem acceptance as beneficial use.
   - Vendors must confirm in writing the warranty commences after formal acceptance, and outline what arrangements are in place to provide the required local warranty support.
   - Transfer manufacturer's warranties to the owner in addition to the General System Guarantee. Submit these warranties on each item in list form with shop drawings. Detail specific parts within equipment that are subject to separate conditional warranty. Warranty proprietary equipment and systems involved in this contract during the guarantee period. Final payment shall not relieve you of these obligations.

9. **Use of Site**
   Use of the site shall be at the owner's direction in matters in which the owner deems it necessary to place restriction.
   Access to building wherein the work is performed shall be as directed by the owner.

10. **Test Procedures**
    A call and a lecture will be simulated for the audio to be tested.
11. **Language of Offers**
The offers, all correspondence and documents related to the tender process between the bidder and AIMS must be written in English.

12. **Pricing**
The prices of the offers must be expressed on a lump sum* basis that must be inclusive of all annexed costs such as transport, handover and work on site;

Prices will be considered fixed and valid for the entire duration of the contract until the delivery of the equipment. No additional charge of any nature or type will be accepted by AIMS Rwanda and the AIMS Global Secretariat.

*AIMS is tax exempted

13. **Currency**
Proposals must be presented in Rwandan Francs (Rwf).

14. **Delivery and Return**

**Delivery:** Provided shall ship the desired service immediately after being awarded this Contract and receiving a purchase order or notice to proceed. Provider shall complete the desired installation within 20 working days after receiving a purchase order or notice to proceed. The installation site must be Secretariat offices site in KACYIRU (Near to SOS National Office), Former alpha palace hotel site and Backup Site in KACYIRU.

15. **Alteration or Withdrawal of Proposals**
Bidders may alter or withdraw their Proposals by written notification prior to the deadline for submission of Proposals. No bid may be altered after this deadline. Withdrawals must be unconditional and will end all participation in the tender procedure;

The outer envelope must be marked *Alteration* or *Withdrawal* as appropriate;

No bid may be withdrawn in the interval between the deadline for submission of Proposals and the expiry of the bid validity period. Withdrawal of a bid during this interval may result in forfeiture of the bid guarantee.

16. **Signature of the Contract**

- Within 5 days of receipt of the contract, the selected bidder must sign and date the contract and return it to the temporary AIMS Global Secretariat office. Upon signing the contract, the successful bidder will become the Contractor and the contract will enter into force;

- If the successful bidder fails to sign and return the contract duly signed, AIMS Global Secretariat may consider the acceptance of the bid to be cancelled without prejudice to AIMS Global Secretariat’s right to claims for:
compensation or
pursue any other remedy in respect of such failure, and;
the successful bidder will have no claims whatsoever on AIMS Global Secretariat

17. Ethics Clauses

Any attempt by a candidate or bidder to obtain confidential information, enter into unlawful agreements with competitors or influence the Committee or AIMS Rwanda and the AIMS Global Secretariat during the process of examining, clarifying, evaluating and comparing Proposals will lead to the rejection of their candidacy or bid and may result in administrative penalties;

Without the AIMS Global Secretariat’s prior written authorisation, a Contractor and its staff or any other company with which the Contractor is associated or linked may not, even on an ancillary or subcontracting basis, supply other services, carry out the project. This prohibition also applies to any other projects that could, owing to the nature of the contract, give rise to a conflict of interest on the part of the Contractor;

When putting forward a bid, the candidate or bidder shall declare that he is affected by no potential conflict of interest and has no particular link with other bidders or parties involved in the project. Should such a situation arise during performance of the contract, the Contractor must immediately inform AIMS Global Secretariat;

The Contractor must at all times act impartially and as a faithful adviser in accordance with the code of conduct of his profession. The Contractor shall refrain from making public statements about the project or services without AIMS Global Secretariat prior approval. The Contractor may not commit AIMS Global Secretariat in any way without its prior written consent;

For the duration of the contract, the Contractor and staff shall respect human rights and undertake not to offend the political, cultural and religious mores of the beneficiary state;

The Contractor may accept no payment connected with the contract other than that provided for therein. The Contractor and its staff must not exercise any activity or receive any advantage inconsistent with their obligations to the AIMS Global Secretariat;

The Contractor and its staff shall be obliged to maintain professional secrecy for the entire duration of the contract and after its completion. All reports and documents drawn up or received by the Contractor shall be confidential;

The contract shall govern the Contracting Parties’ use of all reports and documents drawn up, received or presented by them during the execution of the contract;

The Contractor shall refrain from any relationship likely to compromise his independence or that of its staff. If the Contractor ceases to be independent, AIMS Global Secretariat may, regardless of injury, terminate the contract without further notice, and without the Contractor having any claims to compensation;

AIMS Global Secretariat reserves the right to suspend or cancel a contract if corrupt practices of any kind are discovered at any stage of the award process. For the purposes of this provision, corrupt practices are the offer of a bribe, gift, gratuity or commission to
any person as an inducement or reward for performing or refraining from any act relating to the award of a contract or implementation of a contract already concluded with the AIMS Global Secretariat;

» All bidders will be rejected or contracts terminated if it emerges that the award or execution of a contract has given rise to unusual commercial expenses;

» Such unusual commercial expenses are commissions not mentioned in the main contract or not stemming from a properly concluded contract referring to the main contract, commissions not paid in return for any actual and legitimate service, commissions remitted to a tax haven, commissions paid to a recipient who is not clearly identified or commissions paid to a company which has every appearance of being a front company;

» The Contractor shall supply AIMS Global Secretariat on request with all supporting documents relating to the conditions of the contract’s execution. AIMS Rwanda may carry out whatever documentary or on-the-spot checks it deems necessary to find evidence in cases of suspected unusual commercial expenses;

» When putting forward a bid, the bidder shall declare its commitment to the non-exploitation of child labour and to the respect of basic social rights and working conditions. AIMS Global Secretariat may carry out whatever documentary or on-the-spot checks it deems necessary to find evidence of the enforcement of the abovementioned principles.

18. Cancellation of the Tender Procedure
In the event of a tender procedure’s cancellation, bidders will be notified by AIMS Global Secretariat. If the tender procedure is cancelled before the outer envelope of any bid has been opened, the sealed envelopes will be returned, unopened, to the bidders.

Cancellation may occur where:

» The tender procedure has been unsuccessful, namely where no technical and financially worthy bid has been received or there has been no response at all;

» The economic or technical parameters of the project have been fundamentally altered;

» Exceptional circumstances or force majeure render normal performance of the project impossible;

» All technically compliant Proposals exceed the financial resources available;

» There have been irregularities in the procedure, in particular where these have prevented fair competition.

In no circumstances will AIMS Global Secretariat be liable for damages, whatever their nature (in particular damages for loss of profits) or relationship to the cancellation of a tender, even if AIMS Global Secretariat has been advised of the possibility of damages. The publication of a procurement notice does not commit AIMS Global Secretariat to implement the project announced.

19. Miscellaneous
Inquiries: Inquiries regarding specifications of this RFP must be submitted in writing to the contact named below with the exception of questions regarding the bid submission which may be oral. The deadline for written inquiries is July 20\textsuperscript{th}, 2016 @ 5:00 p.m. All inquiries must be addressed to:

Email: procurementpanel@nexteinstein.org

After this RFP has been released, no contact between the Vendor and AIMS, other than the individual listed above, for purposes relating to this RFP, is permitted. Violation may result in rejection of the bid.
ANNEXE A: OPTION 1- CENTRALIZED

4. Changes – Academic block

4. Changes – Computer Lab

RED: Speakers
BLUE: Microphone
YELLOW: Principal Equipment in the Server Room
ANNEXE B: OPTION 1- DECENTRALIZED

4. Changes – Academic block

4. Changes – Computer Lab

RED: Speakers
BLUE: Mobile Microphone
ALL EQUIPMENT ARE FOUND IN THE AREAS, NONE WILL BE IN THE SERVER ROOM
## ANNEXE C: LIST OF AUDIO EQUIPMENT

<table>
<thead>
<tr>
<th>EQUIPMENT &amp; QUANTITY</th>
<th>MODEL</th>
<th>PRICE</th>
<th>TOTAL</th>
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<tbody>
<tr>
<td>1 pan tilt zoom camera</td>
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<tr>
<td>5 stationery cameras</td>
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<tr>
<td>1 wide angle camera</td>
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<tr>
<td>Encoder and mixer for sound and video that can be controlled remotely</td>
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<tr>
<td>New Mixer with connections for 15 microphones and filtering to remove feedback from electronic devices</td>
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<td>New wide screen projector and motorized screen that fits the maxim screen size for the projector</td>
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<td>AV connections at front and rear of the room and under the Dias that connect to the projector and sound system</td>
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<td>New Zoned speakers for the audience and hallway area</td>
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<td>Ability to control all components from a tablet or IPad</td>
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<td>Wireless Microphones</td>
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<tr>
<td>Smart podium with connection to Audio and Visual components</td>
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<td>13 new fixed table Microphones</td>
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<tr>
<td>Speakers</td>
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<td>Desktop Microphone</td>
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<td>Audio Interface</td>
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<tr>
<td><strong>250” ELECTRICSCREEN</strong></td>
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<tr>
<td><strong>INPUT VGA AND AUDIO SWITCHER</strong></td>
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<tr>
<td><strong>DVI DISTRIBUTION AMPLIFIER</strong></td>
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<tr>
<td>Room <strong>CONTROL SPACE AUDIO DSP</strong></td>
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<td>Room DSP Remote &amp; Wall Controls</td>
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<tr>
<td><strong>POWER CONDITIONER</strong></td>
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<tr>
<td><strong>DVD PLAYER</strong></td>
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<td><strong>Recording</strong></td>
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<td>Professional Video Camera Full HD for Recording lecture with high zoom and focus</td>
<td><strong>Option 1:</strong></td>
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<td><strong>Option 2:</strong></td>
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<td><strong>Option 3:</strong></td>
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*PS: This list of equipments is non exhaustive*
ANNEXE D: RFQ – Quotation Form

Quotation for must be completed in English, signed and returned to AIMS prior the indicated closing date/time. The quotation must be in accordance with the instructions contained in this request.

The undersigned, having read the term and conditions of Quotation No 16/007 set out in the attached document, hereby offers to supply the services specified in the RFQ at the price quoted, in accordance with any specifications stated and subject term to the Term and Condition set out or specified in the document.

Signature ______________________________________

Date ______________________________________

Name and Title: Company______________________________________

Address: ____________________________________________________

Tel No: ______________________________________

Email: ___________________________________

Amount Offer ______________________________________

Payment term 30 day accepted ❑
### PREVIOUS EXPERIENCE FORM – ANNEXE E

<table>
<thead>
<tr>
<th>Description of goods/services/works</th>
<th>Country</th>
<th>Total amount of Contract</th>
<th>Contract identification and title and contact detail client</th>
<th>Year project was undertaken</th>
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</table>

Authorized signature ___________________

Date ___________________