



Dear Bidders,

Please find attached the document of **ITB/YKS/002/VII/2023**

Kindly follows the below instruction for submitting the quotation:

1. The quotation needs to be submitted through the email address: procurement@yayasankasihsuwitno.org
2. Please write the **Subject of the email** below:
ITB/YKS/002/VII/2023 - IT Equipment [the name of Bidders' company]
3. Email Body contains all information as below:
 - (1) Bidder full name: <Company name>
 - (2) Contact person name: <refer to the ID card>
 - (3) Title: <Mr./ Mrs./ Ms./ Dr.
 - (4) Email: <email address>
 - (5) Phone: <phone>
 - (6) Address: <Address line 1; Address line 2; Address line 3; City; Postal code; Country
4. Attachment:
 - (1) **Legal Eligibility:**
 - a. The deed of establishment
 - b. The Business Permit
 - c. Taxpayer Identification Number of Company
 - d. ID Card of the Director
 - e. The Power of Attorney from the director if the BID/PROPOSAL SUBMISSION FORM is not signed by the director)
 - f. The BID/PROPOSAL SUBMISSION FORM (Annex VIII)
 - g. VIS Form (Annex IX)
 - h. Vendor Table 2 (Annex X)
 - (2) **Technical Eligibility**
Company Profile: Statement of On-going and Completed Single Similar Contract within the relevant period
 - (3) **Financial Proposal**
Use the Price Schedule template (Annex VI & VII)

The total budget of **ITB/YKS/002/VII/2023 - IT Equipment: IDR 1,080.000.000**

If you need further information, please send it to: procurement@yayasankasihsuwitno.org

We are looking forward to your Bid

Best regards

Nuni Ismail

Procurement unit - Yayasan Kasih Suwitno



Yang Terhormat para peserta lelang,

Terlampir adalah dokumen tender **ITB/YKS/002/VII/2023**

Mohon mengikuti instruksi di bawah untuk mengirimkan penawaran:

1. Penawaran dikirim ke Alamat email: procurement@yayasankasihsuwitno.org
2. Mohon ditulis **Subyek Email** sbb:
ITB/YKS/002/VII/2023 - IT Equipment [Nama Perusahaan Peserta Lelang]
3. Badan email menginformasikan:
 - (1) Nama lengkap Penawar: <Nama perusahaan>
 - (2) Nama Penanggungjawab: <sesuai dengan KTP>
 - (3) Title: <Mr./ Mrs./ Ms./ Dr.>
 - (4) Email: <alamat email>
 - (5) Telepon: <phone>
 - (6) Alamat: <Alamat 1; alamat 2; alamat line 3; City; Postal code; Country>
4. Lampiran:
 - (1) **Kelayakan Hukum:**
 - a. AKTA Pendirian Perusahaan
 - b. SIUP
 - c. NPWP
 - d. KTP Direktur
 - e. Surat Kuasa dari direktur apabila FORMULIR PENGAJUAN PENAWARAN tidak ditanda-tangani oleh direktur).
 - f. Formulir Pengajuan Penawaran (Lampiran VIII)
 - g. Formulir VIS (Lampiran IX)
 - h. Formulir Vendor Tabel 2 (Lampiran X)
 - (2) **Kelayakan Tekhnis**
Profil perusahaan: Menyebutkan kontrak/klien yang mempunyai persamaan kontrak yang sedang berjalan atau yang sudah selesai dalam periode tertentu
 - (3) **Proposal Keuangan**
menggunakan template Daftar Harga (Lampiran VI & VIII)

Nilai keseluruhan untuk **ITB/YKS/002/VII/2023 - IT Equipment: Rp 1,080.000.000**

Apabila membutuhkan informasi lebih lanjut, bisa melalui: procurement@yayasankasihsuwitno.org

Kami menantikan Tawaran Anda.

Salam,

Nuni Ismail

Procurement unit - Yayasan Kasih Suwitno