



Date: 16 March 2016  
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## ANNOUNCEMENT OF SALE Re-advertisement

The Office of the United Nations Population Fund (UNFPA) in Lao PDR announces the sale, by sealed bid for all UN staff of the office furniture, IT equipment and surplus toners as detailed in the attached sheet.

### **A. Term and Conditions of Sale**

1. The office furniture, IT equipment and surplus toners will be sold in their present conditions, as-is where-is with no guarantee, and is not returnable or refundable.
2. Bid forms are available on the reception area of UNFPA or download from <http://lao.unfpa.org>
3. The bid should be submitted in USD. Bid in LAK will be converted into USD as per UN operational rates of exchange.
4. Testing of the office furniture, IT equipment and surplus toners are not allowable but interested people can inspect them in UNFPA Country Office.
5. The office furniture, IT equipment and surplus toners will be offered to the highest successful bidder. However, UNFPA reserves the right to reject any offers which are found to be too low.
6. The successful bidder will be responsible for any required taxes.
7. If the highest bidder for any reason decides to decline the purchase once informed, he or she will be banned from participating in any further bids conducted by UNFPA Country Office. In this case, the next highest bidder can purchase for that office furniture and surplus toners.
8. Bids must be sent in sealed envelopes and marked under reference "Sale Bid" addressed to

### **United Nations Population Fund**

Ban Phonsavanh Tai  
PO BOX 345  
Vientiane  
Lao PDR

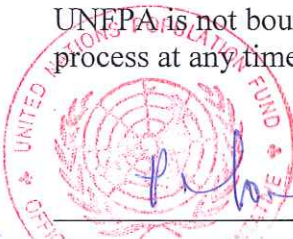
9. For more information, please contact Mr. Souksavanh Saiyabouth, Telephone number: 021 315547, extension: 102

*Handwritten signature and date: 16/3/16*

## B. Schedule of Sale

1. 16–22 March 16: Sale office furniture, IT equipment and surplus toners could be inspected at the UNFPA Country Office during working hours on week day 13:00-16:30 hours.
2. 23 March 16: Deadline for bid submission at the Reception Office at 17:00 hours.
3. 24 March 16: The bids will be opened at UNFPA Country Office at 10:00 hours
4. 25 March 16: The list of successful bidders will be posted in the UNFPA Country Office
5. 26–30 March 16: Deadline for payment and sale office furniture should be removed.

UNFPA is not bound to accept any proposal and reserves the right to cancel the bidding process at any time without thereby incurring any liability to the bidders.



*Frederika Meijer*  
Frederika Meijer  
Representative

*16/3/16*

*16/3/16*  
*V. Kongsam*



**UNFPA LAO COUNTRY OFFICE**

**BIDDING FORM FOR OFFICE FURNITURE, IT EQUIPMENT AND TONERS**

Item#	Descriptions	Year of Purchased	Conditions	Bid (USD)
01	Air Con Saijo Denk 36,000 BTU	2010	As-is where-is	
02	Laptop Dell E5500 Docking Stat	2011	As-is where-is	
03	Scanner HP Scanjet	2011	As-is where-is	
04	FAX Machine	2006	As-is where-is	
05	TONER 92A (C4092A) HP LaserJet: 1100 . 3200, 1 unit	2003	As-is where-is	
06	TONER EP-25 Cartridge (Canon) LBP - 1210, 3 units	2010	As-is where-is	
07	TONER 81A/82A/83A (Q7581A/Q7582A/Q7583A) HP Color LaserJet: CP3505 . 3800 (blue / yellow / red), 6 units	2008	As-is where-is	
08	TONER 70A (Q6470A) HP LaserJet: CP3505 . 3600 . 3800, 2 units	2011	As-is where-is	
09	TONER 51A (Q7551A) HP LaserJet: P3005 . M3027 mfp . M3035 mfp, 3 units	2010	As-is where-is	
10	TONER 61X (C8061X) HP LaserJet: 4100 . 4101, 1 unit	N/A	As-is where-is	
11	TONER 11A (Q6511A) HP LaserJet: 2400, 2 units	2005	As-is where-is	
12	TONER 98A (92298A) HP LaserJet: 4.5, 1 unit	2004	As-is where-is	
13	TONER C3906F HP LaserJet: 5L.6L.3100.3150, 1 unit	N/A	As-is where-is	
14	TONER Cartridge 450 I (Ricoh) Ricoh, 5 units	N/A	As-is where-is	
15	TONER Cartridge 2320D (Ricoh) Ricoh, 3 units	N/A	As-is where-is	
16	Developerb Type 1 - color black (Parts no. A0959640), 1 unit	N/A	As-is where-is	
17	TONER KX-FA76A (Panasonic), 1 unit	2002	As-is where-is	
18	TONER KX-FA83E (Panasonic), 2 units	N/A	As-is where-is	

Signature: \_\_\_\_\_

Telephone no: \_\_\_\_\_

Name of Bidder: \_\_\_\_\_

Date of submission: \_\_\_\_\_

Current address: \_\_\_\_\_

*Handwritten signature and date: 21/10/10*