

March 7, 2013

Prospective Offeror

**SUBJECT: REQUEST FOR QUOTE NO. 235092 - HP EQUIPMENT AND ACRONIS SOFTWARE**

**BACKGROUND:** The Pacific Northwest National Laboratory (PNNL) is managing a project for the US National Nuclear Security Administration (NNSA) and the Second Line of Defense (SLD) program in collaboration with Kaohsiung Customs, the Kaohsiung Harbor Bureau, and the terminal operators at the Port of Kaohsiung, Taiwan. This is a competitive tender for the delivery of HP equipment, including maintenance support and Acronis software in support of the NNSA SLD program in Taiwan.

**REQUEST FOR QUOTE:** The intent of this request for quote (RFQ) is to obtain a firm fixed price quote. The solicitation provisions in the RFP form shall apply (Enclosure 1). The list (Enclosure 2) of equipment and software that will be procured by Pacific Northwest National Laboratory (PNNL) and sent to Sandia National Laboratory (SNL) with a final destination of Kaohsiung, Taiwan.

The equipment maintenance and software license agreements **MUST** be transferrable to a third party.

This request for proposal excludes shipping. A third party freight forwarder will be used to pick-up the equipment and transport it to SNL and then onto Taiwan. Therefore, the quote shall not include any shipping costs.

The following shall be submitted with the quote:

- (1) Completed Representations and Certifications (Enclosure 3)
- (2) Written acceptance of the Commercial General Provisions (Enclosure 4)
- (3) Written confirmation the maintenance and license agreements are transferable to a third party

- (4) Pricing for each item by part # or product description
- (5) Export Control Classification Numbers for each item
- (6) If software is by electronic download the date the download will be available shall be provided
- (7) Earliest date from the receipt of order that the equipment will be available for pick-up

Award will made to the offeror whose quote is considered technically acceptable, meets and has the lowest total lowest price.

I will be out of the office March 18<sup>th</sup> – 29<sup>th</sup>. In my absence during that period submit all questions and the quote to Mr. Gene Stott. He may be reached by email at [gene.stott@pnnl.gov](mailto:gene.stott@pnnl.gov) or by phone at (509) 375-6800. All quotes shall be submitted electronically no later than March 25, 2013.

We look forward to receiving your quote and please do not hesitate to let me know if you have any questions.

Sincerely,



Shawna Heaton  
Contracts Specialist  
NSD, International Programs

Phone: (509) 372-4142  
Email: [Shawna.heaton@pnnl.gov](mailto:Shawna.heaton@pnnl.gov)

Enclosures:

1. RFP form
2. Equipment and Software list
3. Representations and Certifications of Offeror
4. Commercial Fixed Price General Provisions