# Letter of Invitation

**Client: ContourGlobal Hydro Cascade CJSC**

**"ContourGlobal Hydro Cascade" CJSC**, hereinafter referred to as the Client, invites bidders to submit bids for procurement of supply for the **"Computers and IT accessories"** for the needs of "ContourGlobal Hydro Cascade" CJSC, which will be carried out through the Request for Quotation.

**RFQ-Request for quotes reference number: CGHC 13/25**

**Country:** Armenia

**Issued on:** 14 August 2025

Dear Participant,

ContourGlobal Hydro Cascade CJSC (**Client**), a [ContourGlobal](https://www.contourglobal.com/) company, now invites Request for quotesfor selection of an experienced Supplier to perform **"Computers and IT accessories"** for the needs of **“**ContourGlobal Hydro Cascade” CJSC, which are grouped into 6 /six/ portions.

|  |  |  |
| --- | --- | --- |
| ***Part numbers*** | ***Part name*** | ***Quantity/pc*** |
| 1 | Laptop computer | 12 |
| 2 | Desktop computer | 3 |
| 3 | Docking station | 3 |
| 4 | Computer monitor | 3 |
| 5 | Laptop backpack | 7 |
| 6 | Laptop briefcase | 4 |

Bidders must submit their bids electronically using the email addresses.

[aram.melkumyan@contourglobal.com](mailto:aram.melkumyan@contourglobal.com)

[arevik.nikolayan@contourglobal.com](mailto:arevik.nikolayan@contourglobal.com)

1. The participating company shall submit a successfully completed contract for the supply of similar goods within the last 2 years, with a total value of at least AMD 7,000,000 (excluding VAT). Copies of the relevant documents (contract, final delivery and acceptance certificate) must be attached.
2. All applicant companies must submit an authorization letter issued by the official distributor or representative in the Republic of Armenia, confirming that they are selling equipment provided by the said distributor.
3. The product’s technical specifications, datasheet, technical data, as well as the complete and adequate description of all non-price conditions shall form an integral part of this announcement and the contract to be concluded.
4. The most advantageous and responsive Quotation to the technical specification, with the lowest price offer shall be awarded the contract. A contract will be signed with the selected participant upon successful completion of compliance and risk assessment procedures, and receipt of internal approvals, in accordance with the Client’s internal policies. Employers are entitled to start negotiations with the winning bidder to reduce the price.
5. The duration of the supply is 75 days, starting from the date of signed the Contract. The delivery address is:

Syunik Region, Goris, Gr. Tatevatsi 2, Warehouse of ContourGlobal Hydro Cascade CJSC, Republic of Armenia.

1. The applicants and their proposed subcontractors are obliged to ensure that there are no conflicts of interest concerning any part of the Contract. Completion and submission of the attached **“Declaration of Absence of Conflict of Interest”** form with this invitation is mandatory <https://contourglobal.box.com/s/dq7t2v5ekfnbgakfhzrni020oq5tppxp>.
2. The deadline for Proposals submission is 16:00 hours Yerevan time on 26 August 2025. Interested companies may obtain further information and clarifications by submitting a written request to procurement manager A. Melkumyan [aram.melkumyan@contourglobal.com](mailto:aram.melkumyan@contourglobal.com);.
3. The bidding document has been prepared in accordance with the ContourGlobal Hydro Cascade CJSC Procurement Procedure in adherence to Public Services Regulatory Commission Resolution 273A of August 19, 2020 (<https://eservices.contourglobal.eu/armenia/>).
4. The request for quotation shall be conducted in compliance with the legislation of the Republic of Armenia and the procurement procedure of ContourGlobal Hydro Cascade CJSC.

Disputes arising out of this request for quotation are subject to review in the courts of the Republic of Armenia.

The complete tender documents can be downloaded by the following link․

<https://contourglobal.ent.box.com/folder/335043536927>