



**PANITIA PENGADAAN BARANG DAN JASA  
KEGIATAN YANG DIDANAI PINJAMAN DAN HIBAH LUAR NEGERI  
KEMENTERIAN NEGARA PERENCANAAN PEMBANGUNAN NASIONAL/  
BADAN PERENCANAAN PEMBANGUNAN NASIONAL**

Sekretariat : Gedung Madiun Lt Basement, Jl. Taman Suropati No. 2, Jakarta 10310  
Telp/Fax. No. (021) 31936207 ext. 3551/ (021) 31931392

Jakarta, 26 Mei 2014

Nomor : 055/UND/PPBJ-PHLN/05/2014  
Grant No. : PSF Grant No. TF099083  
Nama Paket : Pengadaan Peralatan kantor  
Perihal : Permohonan Penawaran Harga  
Lampiran : Daftar Kuantitas Harga, Spesifikasi Teknis

Kepada Yth :

Peserta Lelang

Dengan Hormat,

Pemerintah Republik Indonesia telah menerima bantuan hibah dari World Bank, untuk membiayai kegiatan Integrated Management Information System (MIS) for PNPM Mandiri-SIMPADU (Phase 2) Project, dan bermaksud menggunakan sebagian dari pinjaman ini untuk membiayai paket Pengadaan Peralatan Kantor dengan metode National Shopping (Pembelanjaan Nasional).

Bersama ini Panitia Pengadaan Barang dan Jasa yang Dibiayai oleh Pinjaman dan Hibah Luar Negeri, Kementerian Perencanaan Pembangunan Nasional/ Badan Perencanaan Pembangunan Nasional (Bappenas) memohon kesediaan Bapak/Ibu untuk dapat memberikan penawaran harga dalam Rupiah dengan mengisi Daftar Kuantitas barang berdasarkan spesifikasi terlampir. Adapun brosur, spesifikasi serta pengalaman yang Bapak/Ibu miliki agar dilampirkan dengan Surat Penawaran Bapak/Ibu paling lambat tanggal 2 Juni 2014 pukul 10.00 WIB, ke alamat dibawah ini :

Panitia Pengadaan Barang dan Jasa – PHLN  
Gedung Madiun Lt. Basement  
Ruang Sekretariat Pengadaan Barang dan Jasa PHLN  
Jl. Taman Suropati No.2 Jakarta 10310  
Telepon : (021)-31936207 ext. 3551 Fax: (021) 31931392

Demikian kami sampaikan, atas perhatian dan kerjasamanya diucapkan terimakasih.

Panitia Pengadaan Barang dan Jasa- PHLN

Rudi Arifiyanto, S.Sos, MA, MSE

Ketua

# Shopping Bidding Document

Purchasing of : Pengadaan Peralatan Kantor

Grant Ref No. : PSF Grant No. TF099083

**Integrated Management Information System (MIS) for PNPM Mandiri-**

**SIMPADU (Phase 2) Project**

## **A. Introduction**

### **General**

- 1.1 "Day" means calendar day

## **B. Request for Quotations**

### **Contents of the Request for Quotations**

- 2.1 The "National Shopping" document describes the shopping procedure, the goods and the terms and condition of this contract. It contains the following
  - a. Request for quotation
  - b. Description and Quantity of the goods
  - c. Sample Letter of Quotation
  - d. Sample forms of contract
  - e. Table of Comparison Quotations
- 2.2 The supplier shall examine the instructions, sample documents and specifications provided in the Request for Quotations

## **C. Preparation of Quotations**

### **Language**

- 3.1 The Quotations and all related correspondence shall be in English

### **Quotation Documents**

- 4.1 The Quotation shall contain the following documents
  - a. written Quotation letter, signed and dated
  - b. price schedule and quantities, dated and signed
  - c. Draft form of contract completed, dated and signed

### **Quotation**

- 5.1 The supplier shall detail in the quotation letter the place of delivery and the nature of the price taxes and duties listed separately. The supplier completes the price schedule and quantities furnished with the request for Quotation, indicating the characteristics of the supplies in the required spec, the unit the total price for each item and the proposed delivery time to carry out the contract
- 5.2 The suppliers completes and signs the draft forms of contract

Currency of the Quotation

- 6.1 The price is quoted in Indonesian rupiah (IDR)

Validity of the quotations

- 7.1 The quotations shall be valid for the periods stipulated in the request for Quotation

#### **D. Submission of Quotation**

##### **Sealing and marking of Quotation**

- 8.1 The suppliers shall place the original and one copy of their Quotation in a sealed envelope containing two sealed envelopes, one marked "original" and one marked "copy" as follows
- a. Addressed to the Purchaser as indicated in the request for Quotation and
  - b. Bearing the project name (if applicable), the title and number of the quotation as indicated in the request for Quotation

##### **Deadline for the submissions of Quotation**

- 9.1 Quotations must be received by the purchaser at the address specified in paragraph 8.1 at the time and date specified in the request for quotations
- 9.2 Any Quotation received by the purchaser after the deadline for submission specified in paragraph 9.1 shall be returned unopened to the supplier

#### **E. Opening and Evaluation of quotations**

##### **Opening of Quotation by the purchaser**

- 10.1 The purchaser shall open the quotation received before the deadline indicated in the request for Quotation at the same time in the date specified in the request for Quotation

##### **Evaluation and comparison of Quotation**

- 11.1 The purchaser shall evaluate and compare the Quotation as follows
- Examine if the Quotation conforms to technical specifications and the delivery time
  - Verify any arithmetical errors. For example, if the quotations in figure are different from the quotation in word, the amount in words shall prevail. If there is a discrepancy between the unit price and the total price that is obtained by multiplying the unit price and the quantity, the unit prices shall prevail and the total price shall be connected
  - tabulate the quotation thus arrived at

## F. AWARD OF CONTRACT

### Award of contract

12.1 The Purchaser shall award the contract to the supplier whose Quotation has been determined to be substantially responsive to the requirements of the request for Quotation

### Notification of award

13.1 Notification of the award shall constitute the formation of the contract. This notification shall be sent by registered mail inviting the supplier to deliver the goods in accordance their the conditions of the Request for Quotations

### Signing of the contract

14.1 Within fifteen (15) days following the notification of the award. The purchaser shall sign and date the form of contract and send it to the supplier

### Fraud and corruption

15.1 The personnel of the purchaser and the suppliers shall adhere to the highest ethical standards. Both during the selection process and throughout the execution of the contract in pursuance of this principle, they shall abstain at all times from corruption or fraudulent practice. Corruption and fraudulent practices are defined as follows:

- i. "Corrupt practice" means the offering, giving receiving, or soliciting directly or indirectly, of anything of value to influence the action of public official in the selection process or in contract execution
- ii. "Fraudulent" practice means a misrepresentation or omission of fact in order to influence a selection process or the action of public official in the selection process or the execution of a contract:
- iii. "Collusive" practice" means a scheme or arrangement between two or more supplier with or without the knowledge of the borrower. Designed to established prices at artificial. Noncompetitive levels
- iv. "Coercive practice" means harming of threatening to harm directly or indirectly, persons or their property to influence the procurement proceedings, or affect the execution of a contract.

15.2 The purchaser shall reject a proposal for award if it determines that the supplier recommended for award has, directly or through an agent, engaged in corrupt, fraudulent collusive or coercive practices in competing for the contract in question.

## SECTION II – REQUEST FOR QUOTATIONS

Subject :  
Ref :  
To :

Bappenas is seeking bids for the supply of **Pengadaan Peralatan Kantor** for *Integrated Management Information System(MIS) for PNPM Mandiri-SIMPADU (Phase 2) Project* . For this purpose you will find enclosed a schedule for the goods to be supplied. You are requested to complete this schedule providing us your best offer and return this to us not later than May 28, 2014 at 10.00 WIB in a sealed envelopes at above indicated address. Indicating on the envelope "Pengadaan Peralatan Kantor - *Integrated Management Information System(MIS) for PNPM Mandiri-SIMPADU (Phase 2) Project*. The outer envelope should contain two sealed envelopes with requested quotations, one marked original and one marked "copy" at the following address:

**Panitia Pengadaan Barang dan Jasa PHLN, BAPPENAS**  
**Ruang Sekretariat Pengadaan Barang dan Jasa PHLN**  
**Gedung Madiun Lantai Basement, Jl. Taman Suropati No. 2, Jakarta Pusat**  
**Telp/Fax: (021)31931392**  
**Email: [pengadaanphln@bappenas.go.id](mailto:pengadaanphln@bappenas.go.id)**

The price of your quotation shall clearly indicate the total price and the time and place of delivery of the goods. Your quotation should remain valid for 60 days and the supplies shall be accompanied by the most favorable warranties available. Your quotation should include the signed form of contract which will become the contract in your quotation is retained.

### SECTION III - SAMPLE FORMS

#### 1 - Quotation Letter (*To be filled by supplier*)

Date :  
Quotation number : .....

To : Panitia Pengadaan Barang dan Jasa PHLN, Bappenas  
Address : Ruang Sekretariat Pengadaan Barang dan Jasa-PHLN  
Gedung Madiun Lt. Basemen, Jl. Taman Suropati No.2 Jakarta Pusat

Having examine the documents regarding the request for quotation, the receipt of which hereby duly acknowledged, we the undersigned, offer to supply and deliver the **Pengadaan Peralatan Kantor** in conformity with the said request for quotations for the sum of [ ] or such other sum as may be ascertained in accordance with the schedule of prices attached and made part of the quotation

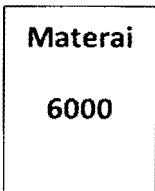
We undertake if our quotation accepted, to deliver the goods in accordance with the delivery schedule specified in the schedule of requirements

We agree to abide by this quotation for the period specified in the request for quotations as of the date of the opening of the quotations and it shall remain binding upon us and may be accepted at any time before the expiration of that periods

Until a formal contract is prepared and executed, this quotation together with your written acceptance there of and your notification of award shall constitute a binding contract between us.

We understand that you are not bound to accept the lowest or any other bids you may receive

Dated this..... day of .....2014



Signature  
In the capacity of.....  
Duly authorized to sign this quotation for and on behalf of.....

**2. Company Data**

**Pengadaan Peralatan Kantor**

**Integrated Management Information System(MIS) for PNPM Mandiri-SIMPADU (Phase 2)**

**Project- PSF Grant No. TF099083**

The undersigned is:

Name :

Position :

Act to :

Address :

Phone / Fax :

Email :

Stating the fact that:

1. I have the legal capacity to sign a contract based on the ..... (certificate of incorporation / authorization letter clearly stated number and date).
2. My company is not being declared bankrupt or stopped business activity is being or is not serving any criminal sentence or is under court supervision;
3. I have never been convicted by a court decision for actions related to my professional kondite;
4. Company data are as follows



### 3. Organizational Structure

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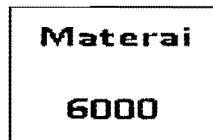
### 4. Financial Data

1. Shereholding arrangement
2. Tax
  1. Tax Number ( NPWP )
  2. Evidence of tax payment  
Last Year :  
No. / Date :
3. Monthly Report  
Last three Month :

We hereby than all the information and statements made in this proposal are true and accept than any misinterpretation contained in it may lead to our disqualification and sanctions in accordance with the laws and regulation. We are ready to back list compacies within 2 years period.

Jakarta, 2014

PT./CV.



.....

Director

**5 - Sample Price Schedule**

To :  
 Attn :  
 Address :  
 Quotation no:  
 Date :

No	Product	Specification	Volume
1	Server Provinsi	PI	Single CPU Tower Server
		Processor Type	Intel Xeon Processor
		#1 Processor Onboard	Intel Xeon Processor E3-1270 v2 (8M Cache, 3.50 GHz)
		Standard Memory	4GB DDR3 PC-10600 ECC SDRAM
		Max Memory	32 GB (4DIMMs)
		Video Type	VGA SVGA 8MB SDRAM Integrated in BMC on On Systemboard
		#1 controller	Server Raid C100 (support Raid 0/1)
		#1 Hard Drive	300 GB SAS 10K
		#2 Hard Drive	Optional
		#3 Hard Drive	Optional
		#1 Optical Drive	DVD-ROM
		Standard Bays	3.5" simple swap 4 serial ATA (SATA) or 2.5" hot-swap 8 SAS/SATA
		Slot provided	4 PCIe slots (x16, x8, x4, x1)
		Networking	Integrated Two Gigabit Ethernet (10/100/1000 Mbps) ports
		Chassis form factor	Tower chassis
		Power Supply Type	350w
		Keyboard Type	Keyboard
		Input Device Type	Mouse
System Management	Server Guide		
Standart Warranty	3 Years warranty in Indonesia (3 years next bussiness day parts replacement, 3 years onsite support)		
Maximum Budget			Rp. 480.000.000,-

Total in words : .....

Note: in case of discrepancy between unit price and total, unit price shall prevail.

Dated this..... day of .....2014

**Materai 6000**

Signature

In the capacity of

Duly authorized to sign this quotation for and on behalf of.....

**6 - Schedule of Requirement**

Detailed technical specifications of the goods (to be completed solely by the purchaser)

To :  
Attn :  
Address :  
Date :  
Quotation No. :

No	Product/ Brand	Specification offered	Delivery Date

Signature (.....)  
Name of Director :  
Name of Company :

*Note : in case of discrepancy between unit price and total, unit price shall prevail*

KERANGKA ACUAN KERJA  
PENGADAAN PERALATAN KANTOR KEGIATAN MIS PNPM MANDIRI  
TAHUN ANGGARAN 2014

A. LATAR BELAKANG

PNPM Mandiri adalah program nasional dalam wujud kerangka kebijakan sebagai dasar dan acuan pelaksanaan program-program penanggulangan kemiskinan berbasis pemberdayaan masyarakat. Melalui PNPM Mandiri dirumuskan kembali mekanisme penanggulangan kemiskinan yang melibatkan unsur masyarakat, mulai dari tahap perencanaan, pelaksanaan, hingga pemantauan dan evaluasi. Sehingga diharapkan akan menumbuhkan partisipasi, kesadaran kritis dan kemandirian masyarakat dalam upaya penanggulangan kemiskinan.

Sejak diluncurkan tahun 2007, lokasi dan alokasi pendanaan PNPM Mandiri terus diperluas dan ditingkatkan. Bahkan pada tahun 2009, lokasi PNPM Mandiri meliputi seluruh kecamatan di Indonesia. Dengan skala yang demikian besar, baik dari sisi cakupan wilayah maupun dana yang dikelola, PNPM Mandiri memerlukan mekanisme monitoring dan evaluasi yang kuat untuk memastikan bahwa program ini berjalan tepat sasaran. Salah satu alat yang digunakan adalah dengan membangun Sistem Informasi Manajemen Terpadu (SIMPADU) PNPM Mandiri yang handal, interaktif, dengan data yang lengkap dan terpercaya.

Selama ini, Sistem Informasi Manajemen (SIM) PNPM Mandiri dikelola oleh masing-masing program dan tidak saling terhubung satu dengan lainnya. Kondisi ini sangat menyulitkan untuk memantau perkembangan pelaksanaan PNPM Mandiri secara keseluruhan. Dengan mengkonsolidasikan dan mengintegrasikan seluruh SIM masing-masing program PNPM Mandiri, SIMPADU PNPM Mandiri merupakan jawaban terhadap permasalahan tersebut

Pekerjaan pembangunan SIMPADU PNPM Mandiri dimulai dengan melakukan konsolidasi dan integrasi data dari masing-masing SIM program PNPM Mandiri menjadi satu data warehouse melalui aplikasi Extract, Transfer, Load (ETL). Dengan memperhatikan tingkat kesiapan data yang ada, saat ini data yang sudah diolah dan dimasukkan ke dalam sistem adalah data PNPM Perkotaan dan PNPM Perdesaan untuk tahun pelaksanaan 2007 – 2009. Tim SIMPADU PNPM Mandiri akan terus melakukan pemutakhiran data secara berkala, termasuk data PNPM Mandiri lainnya dan PNPM Penguatan.

Data yang ditampilkan dalam SIMPADU PNPM Mandiri adalah data keluaran program, diantaranya usulan kegiatan hasil perencanaan masyarakat, realisasi kegiatan, realisasi dana, organisasi masyarakat yang terbentuk, dan lain sebagainya. SIMPADU ini juga dilengkapi dengan Geographic Information System (GIS) yang memungkinkan pengguna untuk melakukan analisa spasial secara jauh lebih mudah.

Dalam konteks pelaksanaan PNPM Mandiri, SIMPADU merupakan satu bentuk perwujudan prinsip transparansi dan pertanggungjawaban publik atas pemanfaatan dana pembangunan. Selain itu, adanya SIMPADU ini diharapkan akan mendorong terjadinya pengawasan publik yang lebih efektif dalam memastikan PNPM Mandiri berjalan tepat

sasaran. Dengan kelengkapan informasi yang dimilikinya, SIMPADU PNPM Mandiri diharapkan juga dapat menjadi salah satu baseline bagi pemerintah, baik pusat maupun daerah, dalam menyusun perencanaan pembangunan menjadi lebih baik dan lebih tepat sasaran. Itulah alasan strategis mengapa SIMPADU PNPM Mandiri ditempatkan di Bappenas.

Pada akhirnya, dengan adanya SIMPADU PNPM Mandiri ini diharapkan pelaksanaan PNPM Mandiri khususnya dan pembangunan nasional pada umumnya akan dapat berjalan lebih baik lagi, dengan partisipasi masyarakat dan pihak peduli lainnya yang semakin besar dan signifikan

Untuk itu, Direktorat Penanggulangan Kemiskinan, Kedeputan Bidang Kemiskinan, Ketenagakerjaan dan UKM sejak TA 2011 dibentuk Sekretariat MIS PNPM Mandiri yang berkantor di Jl. Jeruk No. 3 Menteng, Jakarta Pusat.

Dalam rangka pelaksanaan tugas dan fungsi Sekretariat MIS PNPM Mandiri serta Optimalisasi Direktorat Penanggulangna Kemiskinan diperlukan pengadaan barang guna mendukung operasional perkantoran sekretariat serta pemda pilot project.

Pada tahun 2012 dan 2013, MIS PNPM Mandiri telah melakukan pengadaan server provinsi untuk 13 provinsi pilot project dan Tahun 2014 akan dikembangkan menjadi 20 Provinsi Pilot Project, seperti pada tabel berikut :

No.	Provinsi		
	Tahun 2012	Tahun 2013	Tahun 2014
1	Sumatera Barat	Sumatera Selatan	Aceh
2	Gorontalo	Bangka Belitung	Sumatera Utara
3	Nusa Tenggara Barat	Jawa Tengah	Riau
4	Banten	Bali	Jambi
5	Lampung	Yogyakarta	Bengkulu
6		Kalimantan Barat	Kepulauan Riau
7		Kalimantan Tengah	Jakarta
8		Sulawesi Utara	Jawa Barat
9			Jawa Timur
10			Nusa Tenggara Timur
11			Kalimantan Selatan
12			Kalimantan Timur
13			Sulawesi Tengah
14			Sulawesi Selatan
15			Sulawesi Tenggara
16			Sulawesi Barat
17			Maluku
18			Maluku Utara
19			Papua
20			Papua Barat

Server tersebut berfungsi untuk menunjang kualitas data di SIMPADU PNPM Mandiri Pusat, sekaligus peningkatan capacity building pemda mengenai MIS monitoring dan evaluasi Program Penanggulangan Kemiskinan di Daerah. Selain itu Pemerintah Pusat pun bisa menganalisis dari Data SIMPADU Provinsi yang memiliki Program Penanggulangan Kemiskinan Daerah.

#### C. SASARAN

Sasaran dari pelaksanaan kegiatan ini adalah agar data-data kemiskinan di provinsi dapat dimasukkan dalam server dan ditampilkan dalam aplikasi berbasis web yang dapat dipake oleh pemerintah daerah maupun pusat dalam hal monitoring dan evaluasi sebagai acuan perencanaan selanjutnya.

#### D. WAKTU

Pengadaan peralatan perkantoran dan server provinsi ini dilaksanakan pada bulan April 2014