

Request for Proposals

Swisscontact Lao PDR in Vientiane is pleased to invite all interested suppliers to submit proposals for the procurement of Solar Panel Installation and Maintenance course supported by [The Vocational Training and Employment Support Services \(VTESS\) Project](#).

1. REQUIRED DOCUMENTS

- Formal quotations of technical equipment and safety gears with stamp seal
- Copy of the business operation and registration in Lao PDR
- Copy of Tax clearance/Payment certification
- Copy of VAT registration

2. SPECIFICATION OF EQUIPMENT

The project aims to purchase **Technical Equipment and Safety Gear for Solar Panel Installation and Maintenance Course**, as detailed in the [annex:1 equipment list](#) for the IVET schools of Oudomxay (ODX) and Salavan (SLV) provinces. The expected information in your proposal should include but not limited to the following:

Quantity	Please refer to. Kindly prepare a separate spreadsheet detailing the unit cost per annex:1 equipment list item as well as the total cost for quantities requested by the project (technical equipment and safety gears)
Training and assembling the equipment	The supplier shall deliver the individual components for the training set or simulator and provide Training of Trainers on assembling, testing, calibrating, and operating the equipment.
Warranty coverage	Warranty terms will be determined by each item's type and function, following international standards and manual specifications. Primary technical equipment (e.g., training simulators and core components) must have at least a one-year warranty, while supporting items (e.g., utensils and accessories) require a minimum warranty of six months.
Delivery	Please specify the terms of delivery to Oudomaxay and Salavane provinces by December 2025.
Other	Please provides additional services and offers by your company.

3. PROPOSAL SUBMISSION:

The deadlines for submission of Bids is **31st October 2025, 17:00 local time**.

Please scan **QR code** to download the complete RfP instructions and information.

Suppliers may submit all required documents and submission forms:

- By email: procurement-sc-lao@swisscontact.org and khamla.souksawat@swisscontact.org
- Hard copy package to Swisscontact office Mon-Fri from 8:30 to 17:00

