

PUBLIC PROCUREMENT AND DISPOSAL OF ASSETS AUTHORITY

Procurement Number: **PPDA/ 02/COMPUTERS**

Date: 21/02/ 2025

To

The Procuring Entity named above invites you to submit your quotation for supply and delivery of Laptop and Desktop Computer as described herein. Partial Quotations may be rejected, and the Purchaser reserves the right to award a contract for selected items only. Any resulting order shall be subject to the Government of Malawi General Conditions of Contract for Local Purchase Orders (available on request) except where modified by this Request for Quotations.

SECTION A: QUOTATION REQUIREMENTS:

- 1) **Description of GOODS:** SUPPLY AND DELIVERY LAPTOP AND DESKTOP COMPUTER
 - 2) Quotation prices should be based on:
for goods supplied from outside of Malawi; DDP - Insured and delivered to **PPDA Offices**.
 - 3) The delivery period required is within **3 weeks** from date of order.
 - 4) Quotations must be valid for **30days** from the date for receipt given below.
 - 5) Quotations and supporting documents as specified in Section B must be marked with the Procurement Number given above and indicate your acceptance of the terms and conditions.
 - 6) Quotations must be received, in sealed envelopes, no later than: **10:00 hrs** on **28/02/2025**
 - 7) Quotations must be returned to: **IPDC Chairman, Public Procurement and Disposal of Assets Authority, Private Bag 383, Lilongwe 3**
 - 8) The attached Schedule of Requirements at Section C details the items to be purchased. You are requested to quote your delivered price for these items by completing and returning Sections B and C.
 - 9) **Warranty period : N/A**
- Quotations that are responsive, qualified and technically compliant will be ranked according to price. Award of contract will be made to the lowest priced quotation by item or by total through the issue of a Local Purchase Order.

Signed: Name: **MAGGIE MWAUPIGHU**

Title/Position: **PROCUREMENT OFFICER**

For and on behalf of the Purchaser

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Your quotation is to be returned on this Form by completing and returning Sections B and C including any other information/certification required within this RFQ.

SECTION B: QUOTATION SUBMISSION SHEET

- 1) Currency of Quotation: Malawi Kwacha
- 2) Delivery period offered: days/weeks/months from date of Purchase Order.
- 3) The validity period of this Quotation is: days from the date for receipt of Quotations.
- 4) Warranty period (where applicable):..... Months.
- 5) We attach the following documents:
 - i) Section C of the Request for Quotations completed and signed;
 - ii) A copy of our Trading Licence,
 - iii) A copy of our Annual Tax Clearance Certificate (for the last Financial Year),
 - iv) A list of recent Government contracts performed,
 - v) Dealership / manufacturers authorisation
- 6) We confirm that our quotation is based on the terms and conditions stated in your Request for Quotations referenced above, and that any resulting contract will be subject to the Government of Malawi General Conditions of Contract for Local Purchase Orders.
- 7) We confirm that the prices quoted are fixed and firm for the duration of the validity period and will not be subject to revision or variation.

Authorised By:

Signature _____ Name: _____
: _____

Position: _____ Date: _____
_____ (DD/MM/YY)

Authorised for and on behalf of:

Company _____
: _____

Address:
.....

If any additional documentation is attached to your quotation, a signature and authorisation at Section B and Section C is still required as confirmation that the terms and conditions of this RFQ prevail over any attachments. If the Quotation is not authorised in Section B and Section C, the quotation may be rejected.

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SECTION C: SCHEDULE OF REQUIREMENTS (TO BE PRICED BY BIDDER)

Item No	Description of Goods (Attach detailed specification if necessary)	Unit of Measure	Quantity	Delivered Unit Price <i>Kwacha</i>	Delivered Total Price <i>Kwacha</i>
1	Laptop -specifications attached labelled 1	Each	1		
2	desktop – specifications attached labelled 2	Each	1		
Total					

The following attachments are appended to clarify the Description of Goods:
[List any attachments providing additional specification of the goods required]

Authorised By:

Signature: _____

Name: _____

Position: _____

Date: _____

TECHNICAL SPECIFICATIONS FOR LAPTOP
Operating System
Windows 11 Professional or above
Processor
Up to Intel® Core™ i7-12700H (up to 4.7 GHz with Intel® Turbo Boost Technology(2g), 24 MB L3 cache, 14 cores, 20 threads)
Processor speed
Up to a NVIDIA® GeForce RTX™ 3060 Laptop GPU (6 GB GDDR6 dedicated) with DLSS, Ray Tracing, and Max-Q technologies.
Memory
Up to 32 GB DDR5-4800 MHz RAM (2 x 16 GB)
Accessible memory slots
2
Video graphics
Up to NVIDIA® GeForce RTX™ 3060 Laptop GPU (6 GB GDDR6 dedicated) with NVIDIA® Max-Q technology, Dynamic Boost Clock and Maximum Graphics Power
Internal storage
Up to 1 TB PCIe® Gen4 NVMe™ TLC M.2 SSD
Camera and Microphone
HP Wide Vision 720p HD camera with integrated dual array digital microphones
Display
16.1" diagonal, QHD, 165 Hz, 3 ms response time, IPS, micro-edge, anti-glare, Low Blue Light, 300 nits, 100% sRGB ⁴
Network card
Integrated 10/100/1000 GbE LAN
Wireless connectivity
Intel® Wi-Fi CERTIFIED 6™ AX201 (2x2) and Bluetooth® 5 combo (Supporting Gigabit data rate)
MU-MIMO supported
Digital media
Multi-format SD media card reader
Expansion Slots
1 SuperSpeed USB Type-C® 5Gbps signaling rate (DisplayPort™ 1.4, HP Sleep and Charge)
1 SuperSpeed USB Type-A 5Gbps signaling rate (HP Sleep and Charge)
2 SuperSpeed USB Type-A 5Gbps signaling rate
1 headphone/microphone combo jack
1 microSD media card reader
Battery and Power
4-cell, 70 Wh Li-ion polymer ⁵
200 W Smart AC power adapter

TECHNICAL SPECIFICATIONS FOR ALL IN ONE DESKTOP

Operating system
Windows 11 Professional or Above
Processor
Intel® Core™ i7-10700 (2.9 GHz base frequency, up to 4.7 GHz with Intel® Turbo Boost Technology, 16 MB cache, 8 cores)
Graphics
Discrete: NVIDIA® GeForce RTX™ 2070 (8 GB GDDR6 dedicated)
Display
31.5" diagonal 4K UHD, IPS, ZBD, HDR 600, micro-edge, WLED-backlit with anti-reflection, edge-to-edge glass, 600 nits, 98% DCI-P3 (3840 x 2160)
Memory
32 GB DDR4-2933 SDRAM (2 x 16 GB)
Maximum memory
Upgradeable to 32 GB
Memory slots
2 SODIMM
Storage
512 GB Intel® SSD
Memory card device
3-in-1 memory card reader
Network interface
Integrated 10/100/1000 Gigabit Ethernet LAN
Wireless technology
Realtek Wi-Fi 5 (2x2) and Bluetooth® 5 Combo
External I/O Ports
Rear: 1 Thunderbolt™ 3 (40Gbps signaling rate) with SuperSpeed USB Type-C® 10 Gbps signaling rate (USB Power Delivery, DisplayPort™ 1.2); 2 SuperSpeed USB Type-A 10Gbps signaling rate; 1 headphone/microphone combo; 1 SuperSpeed USB Type-C® 10Gbps signaling rate Side: 1 SuperSpeed USB Type-A 5Gbps signaling rate
Expansion slots
2 M.2 (1 for SSD, 1 for WLAN)
Video connector
1 HDMI; 1 DVI-D; 1 Virtual Link (USB Type-C™); 2 DisplayPort
Webcam
HP Wide Vision 5 MP IR privacy camera with integrated quad array digital microphone
Pointing device
Wireless optical mouse
Keyboard
wireless keyboard
Dimensions (W X D X H)
28.3 x 6.9 x 21.9 in
Chipset
Intel® H470