

SHDEPHA+ NETWORK FOR PLHA

P.O.BOX 564 KAHAMA

Email: info@shdepha.org



REQUEST FOR QUOTATION

- Date of advertising the RFQ: **Monday, 11 March 2024**
- Quotations Due: **Friday, 15th March 2024 at 3:00 PM EAT**
- Also, please direct all questions to the email address below:

SHDEPHA+ Procurement Team

P.O. Box 564, Kahama.

- **Note:** Failure to comply with any of the above deadlines will be interpreted as your intention to not participate in this RFQ
- **All bid documents are to be submitted via email:** procurement@shdepha.org
- **Delivery place:** SHDEPHA+ Head office Kahama.

ORGANIZATION BACKGROUND.

Service, Health and Development for people living with HIV /AIDS (SHDEPHA+) is a national non-governmental organization, registered on 21 November 1994 with registration number SO 8216, to mobilize resources to help people living with HIV/AIDS and to fight the spread of the disease. Although originally focusing on people living with HIV/AIDS, over the years SHDEPHA+ has expanded beyond HIV/AIDS and related issues to other development interventions and now covers both infected and affected by HIV/AIDS with over 65 branches countrywide. Each branch of SHDEPHA+ works independently, developing, managing, and implementing its projects, though all branches share one constitution and registration.

REQUIREMENTS:

Computer type: Laptops

Quantity: Seven (7) Laptops and four Desktop computers.

A. Minimum Specifications for Program Officers (3 laptops)

1. Processor: Intel Core i5 and above (11th generation)
2. RAM: 16GB minimum
3. Storage: 512GB SSD Minimum
4. Display: 12-inch Full HD Screen touch
5. Graphics: Integrated Intel UHD or AMD Radeon Graphics
6. Operating System: Windows 10 Pro or higher

7. Connectivity: Wi-Fi 6, Bluetooth 5.0, Ethernet port
8. Ports: Minimum of 3 USB ports (including USB-C), HDMI, headphone/microphone combo jack
9. Battery Life: Minimum 8 hours of battery life
10. Warranty: Minimum 2 years onsite warranty
11. Type C charger/Adapter.

B. Minimum Specification for Data Officers(4 laptops)

1. Processor: Intel Core i7 (11th generation)
2. RAM: 16GB DDR4 minimum (upgradeable)
3. Storage: 512GB SSD Minimum
4. Display: 12-inch Full HD Display: 12-inch Full HD Screen touch
5. Graphics: Dedicated NVIDIA GeForce MX250 or AMD Radeon RX Vega Graphics
6. Operating System: Windows 10 Pro or higher
7. Connectivity: Wi-Fi 6, Bluetooth 5.0, Ethernet port
8. Ports: Minimum of 3 USB ports (including USB-C), HDMI, headphone/microphone combo jack
9. Battery Life: Minimum 8 hours of battery life
10. Warranty: Minimum 2 years onsite warranty
11. Type C charger/Adapter.

C. Desktop computer (4pcs)

Minimum specifications:

1. RAM 4,
2. Core i3-5
3. HDD 500+

Quotations will be evaluated based on the following criteria:

- Requirements - The vendor must be capable of supplying all or some of the items on time within five days.
- Price - The vendor must provide a Quotation in Tanzanian Shillings only for the items listed, based on their capabilities and required specifications, at the lowest price. The quoted prices should be valid for a minimum of **90 days** from the deadline for submission of quotations specified in this RFQ.

- Experience and Past performance – The vendor must have experience in reliably supplying similar goods and quantity including proof of recent contracts or Local Purchase order (LPO) for the supply of similar items in the years 2022 to 2024. The vendor must have experience working with Tanzanian entities, including other similar partners.
- Qualification & compliance – The vendor must provide the required compliance documents, certifying that they are authorized to supply item(s).
- References – Vendor must submit at least three (3) references for the supply of similar items corresponding to items quoted as part of their Quotation for SHDEPHA+ to contact.
- VAT clearance certificate- The vendor must submit a copy of a valid and current tax clearance certificate from TRA, a current business license, Tax Identification Number (TIN)
- Indicate delivery lead-time for each of the items quoted from the award of contract.
- Quoted prices should be in Tanzanian Shillings (TZ).
- Payment terms 100% after delivery