

Government of Grenada

Request for Quotation

Project Title: Procurement of 30 Laptops computers Support training

Procuring Entity: Ministry of National Security Home Affairs Public Administration & ICT

Project Number: 0013532

Contract Title: Purchase of 30 Laptop computers to support training under the Centre of Excellence.

Contact Persons: Maurice George

Contact Details: info@gov.gd (1-473) 440- 2255), ps@ict.gov.gd registry@pmo.gov.gd

Deadline for Submitting Quotes: 27th July 2019, 3:00PM

Dear Supplier,

1. The Government of Grenada invites you to submit your price quotation(s) for the supply and delivery of the following items:

#	Description	Quantity
1	Laptops	30
1	Tracking Software	30

*The required technical specifications for the above items are listed below.

2. Quotations will be evaluated based on:
 - Delivery time
 - Warranty/Support
 - Adherence to specifications (matches or exceed the required specifications)
 - Price

After evaluation, a contract will be awarded to the winning supplier.

3. Prices must be in EC dollars and must include all costs involved in delivering to the Ministry of National Security Home Affairs Public Administration & ICT, Botanical Gardens, St. George's, Grenada.

Please note that equipment brought in for the Ministry of National Security Home Affairs Public Administration & ICT on the Ministry's name is exempted from import tax and duties.

4. Your quotation should consist of:
 - Warranty arrangements by your firm and by the device manufacturers.
 - The registered name and contact details of your company.

Please submit your price quotation via email on or before 27th July 2019, 3:00PM to the following address;

Sealed Envelope:

Attention: Permanent Secretary
W.R. F ICT Ministry of National Security, Home Affairs, Public Administration & ICT

Botanical Gardens,
St. George's,
Grenada

Subject: 30 Laptop Computers

E-mail: info@gov.gd, ps@ict.gov.gd registry@pmo.gov.gd

5. Request for clarifications should be sent to info@gov.gd.

INVITATION TO QUOTE

Name of Supplier:

Contact:.....

Specification of Items

Amount	Item Description	Bidders Specification/Offer	Rate Per Unit (EC)	Price Offer (EC)
30	Laptops: <ul style="list-style-type: none"> • Quad-core Intel Core i7-8550U processor • 8GB RAM • 512 HDD or higher • Backlit Keyboard • Supplied with Wireless Mouse • Integrated Web Cam and Mic • Windows 10 (Professional Edition) • USB 3.0 • Reference model for supplier • Form factor: • Wifi: Yes • USB Mouse 			
30	Tracking Software: Ability to track laptops in online capacity			

Terms and Conditions for supplying and delivering items
<i>Payment Time from order:</i>
<i>Payment Terms:</i>
<i>Other:</i>

TOTAL OFFER:

The registered name and contact details of the firm

Signature and/or Stamp of Bidder:

Other Instructions:

- **Please attach a copy of your quotation with company's letter head.**