[House 53,Shaheed Square ,Kabul ,Afghanistan]

[Date: 5 Sep, 2024]

**Request for Quotation.**

**Introduction:** Geneva Call is seeking a qualified and experienced service provider to assist with providing laptop for the organization. We invite eligible service providers to submit their proposals in response to this RFQ.

**Submission Deadline**: All quotations must be submitted by 16th Sep 2024 COB

**Submission Instructions**: Interested service providers should submit their proposals to Geneva Call Kabul Office . Please include all relevant qualifications, experience, and a detailed breakdown of your proposed approach to handling Geneva Call's tax-related matters.

**Evaluation Criteria**: Proposals will be evaluated based on the following criteria:

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* Compliance with Specifications: Laptops must meet the required specifications.
* Price Competitiveness: Total cost of procurement.
* Delivery Timeline: Ability to deliver within the specified timeline.
* Warranty and After-Sales Support: Duration and coverage of warranty, availability of support.
* Supplier Experience**:** Previous relevant experience.

**Terms and Conditions:**

* Geneva Call reserves the right to reject any or all quotations without any obligation.
* Late submissions will not be considered.
* Payment will be made after the successful delivery and inspection of the goods.
* Geneva Call may request further documentation for verification purposes.

**Contact Information**: For any inquiries or clarification regarding this RFQ, please contact **Ahmad Fawad Hashimi** at fhashimi@genevacall.org.

**GC BID FORM – Request for Quotation \_Laptop\_\_\_\_**

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| --- | --- | --- | --- |
| *GC to complete* | | | |
| **S.N** | **Service** | **Description** | **Quatity** | **Unit Price** | **Total** |
| **1** | Lenovo ThinkPad | Lenovo ThinkPad T14,U7-155U,16GB (14 generation) DDR5,512GB SSD M.2 2280 NVMe G4,Integrated,Win 11 Pro 64,14.0" WUXGA AG 400nits,5M RGB+IR Cam,Intel AX211 2x2AX 6E+BT,WWAN , ,Y-SCR,Y-FPR,4 Cell 52.5Whr,65W USB-C 3PIN-UK,BKLT KB | 3 Weeks |  |  |

**This Bid is valid for:** 7 working **days Country of Origin of offered Items:** *Kabul - Afghanistan*

Company Name/Service Provider: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Phone No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Facsimile No: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Email Address: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

I certify that I have read and understood and further certify that the above-mentioned company has not engaged in corrupt, fraudulent, collusive, or coercive practices in competing for, or in executing, any Contracts.

Signed: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Company Position: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

Print Name: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_ Date: \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***Please stamp this Bid Form with your Company Stamp and attach with a Valid Copy of License; sealed into an envelope and return to the GC Representative.***