PROCUREMENT OF COMPUTER AND OFFICE EQUIPMENT FOR

CARE INTERNATIONAL IN SUDAN

Terms of Reference

(TOR)

1. Objectives

You are requested to submit a proposal for supply of equipment and services, required in accordance with enclosed technical specifications (see the annex) on the following work to be performed:

- **Procurement of computer and office equipment.**

2. **Time component**

   You are requested to accomplish the supply of required equipment in 5 (Five) days upon receive of the purchase Order.

3. **Responsibilities of Supplier**

   The selected company should undertake, if its proposal is accepted, to fulfill above-mentioned assignment in accordance with the time frame specified in the TOR, technical specifications enclosed and the "General Conditions for **CARE** Contracts.

4. **Proposal Currencies**

   prices shall be quoted in SDG.

5. **Period of Validity of Proposals**

   Proposals shall remain valid for 30 days (Thirty) days after the date of Proposal submission prescribed by the procuring by **CARE**, pursuant to the deadline clause. A Proposal valid for a short period may be rejected. In exceptional circumstances, **CARE** may solicit the bidder consent to an extension of the period of validity. The request and the responses thereto shall be made in writing. Any bidder granting the request will not be required nor permitted to modify its Proposal.

6. Terms of Payment

   Payment will be affected in 1 (one) installment: after completion of works. In the event your company is selected for the contract, kindly note that the **CARE** will settle the payment by local Bank Transfer within Seven to ten days.
   Please, provide us with Bank details of your company.

Annex
Computer and office equipment specifications

Equipment	Specifications
Laptop Lenovo	• Lenovo ThinkPad E15 Gen 4 Business Laptop 15.6" FHD 300Nits Display 12thGen Core i7-1255u 16GB 512GB Intel Iris Xe Graphics Fingerprint WIN11 Pro
Computer Desktop	• Intel Core i5 (12th or 13th-gen) or AMD Ryzen 5 (3000 or 5000 series) processor Or Core I7 • Default integrated graphics (such as Intel UHD or Iris or baseline AMD Radeon) • 512GB or larger NVMe SSD drive • 16GB of RAM • Four or more USB 3.1 or 3.2 ports with USB-C and USB-A formats (at least one or two on the front) • Wi-Fi and Bluetooth wireless
Screen 24 & 32 inches	• screen Monitor for PC with resolution Full HD (1080p) 1920 x 1080 at 60 Hz or higher • DisplayPort • VGA • HDMI • USB 3.2 Gen 1 upstream • 4 x USB 3.2 Gen 1 downstream
Flash disk	• Capacity:1GB~16GBytes or higher Complied with high-speed USB 2.0 interface, backward compatible with USB 1.1 Complied with USB Mass Storage Class Or External drive 1 Tera Bytes
Headset	**Lenovo or logistic** • Connectivity to a mobile device and a computer • High-quality audio • Long battery life • Comfortable fit
Mouse	**Wireless mouse**