LAPTOPS & SMARTPHONES – ACTED SUDAN

Company Name: ……

Company Authorized Representative Name: ……

Company Registration No (No/Country/ Ministry): ……

Company Specialization: ……

Address (Country/Governorate. /City/St name/Office No): ……

Contact Numbers (Land/Mobile): ……

E-mail Address: ……

…… **Supplier Signature & Stamp**

I undersigned ..... agree to provide ACTED, non-profit NGO, with items answering the following specifications, according to the general conditions and responsibilities that I engage myself to follow.

Conditions for PRICES.

- Unit prices for the below-mentioned Services shall be quoted.
- Any changes or adjustments to the provided specifications, or items must be clearly noted by the bidder in the "Bidder's Comment" Part of the request for quotation form.
- The prices below **including** (Transportations, Labor, taxes and any other charges...etc.).
- Supplies are indicatives and subjected to be changed ± 30% without asking for a new offer from all bidders, changes in supplies quantity will be applied after evaluation stages and will be reflected in the contracting stage if applicable, ACTED Reserve the right to cancel services in below bill of quantities depending on the funding feasibility.
- ACTED is not responsible for covering any cost inquired by bidders for the submission of this offer.

Conditions for legal documentation requested:

- Legal Document requested for the company as below **(Compulsory).**
  A) VALID ID of legal representative
  B) VALID Company Tax Reg
  C) VALID Company Registration
- **2.** All the above requested documents should be stamped and signed by the supplier in addition to requesting for quotation form.
- **3.** Please fill in and sign the documents below annexed to this RFQ.
  - Supplier Ethical declaration
  - General Condition for Purchase.
  - Supplier Questionnaire fully filled with signed and stamped.
  - Provide a bank Statement or bank details for the company.

Conditions for selection Criteria.

- The price will be the first criteria to be considered by ACTED to select the most competitive supplier.
- The Lowest supplier in price will be asked for samples or catalogues, if quality is not matching ACTED will move to second lowest supplier in price and so on.
- Proof of previous experience with INGO and/or similar type of procurement with local or international organizations. (Please attach a copy of similar previous contracts to same type of purchases required if applicable).

Deadline

The deadline for submission of quotations is: **15.11.2026 at 03:00 PM** (Sudan time).

..... **Supplier Signature & Stamp**

Financial Offer (All prices must be in USD):

No	Items Description		Unit	Qty	Unit Price Incl. Tax	Total Price Incl Tax	Brand
1	**Laptop Computer – Core i7** **Minimum Technical Specifications (Mandatory)** **Processor:** Intel Core i7 (12th Generation or above) **Hard Disk: SSD:** 512 GB SSD **Display:** 14-inch **Operating System:** Windows 11 Pro (licensed and pre-installed) **Connectivity**: Wi-Fi, Bluetooth, USB ports, HDMI Condition Ethernet Wireless LAN **Warranty:** Minimum 1-year **Accessories:** Power adapter and power cable included Keyboard UK -US English and Arabic (preferable) **Brand Preference:** Lenovo ThinkPad (or equivalent business)	**(RAM):** 16 GB	**PCS**	**2**			
		(RAM): 8 GB	**PCS**	**2**			
2	**Laptop Computer -Core I5** **Minimum Technical Specifications (Mandatory)** **Processer:** Intel Core i5 (12th Generation or above) **Hard Disk: SSD:** 512 GB SSD **Display:** 14-inch **Operating System:** Windows 11 Pro (licensed and pre-installed) **Connectivity**: Wi-Fi, Bluetooth, USB ports, HDMI Condition Ethernet Wireless LAN **Warranty:** Minimum 1-year **Accessories:** Power adapter and power cable included Keyboard UK -US English and Arabic (preferable) **Brand Preference:** Lenovo ThinkPad (or equivalent business)	**RAM):** 16 GB	**PCS**	**1**			
		(RAM): 8 GB	**PCS**	**1**			

…… **Supplier Signature & Stamp**

No	Items Description	Unit	Qty	Unit Price Incl. Tax	Total Price Incl Tax	Brand
3	**Smartphone** **Network Technology:** GSM / HSPA / LTE / 5G **Launch:** Minimum Released 2025 **Platform:** Android 16, up to minimum 2 major Android upgrades **SIM:** Nano Dual + eSIM **CPU:** Octa-core (1x2.9 GHz Cortex-720 & 4x2.6 GHz Cortex-720 & 3x1.95 GHz Cortex-520) or similar **WIFI:** Wi-Fi 802.11 a/b/g/n/ac/6e, dual-band or tri-band, Wi-Fi Direct **Bluetooth:** 6.0, A2DP, LE **USB:** USB Type-C 2.0, OTG **NFC:** Yes (market/region dependent) **Sensors:** Fingerprint (under display, optical), accelerometer, gyro, proximity, compass **Charging:** 45W wired **Memory:** Internal 128GB 8GB RAM **Battery**: Li-Po 5000 mAh	**PCS**	**2**			

…… **Supplier Signature & Stamp**

	Requirement	ACTED Requirement	Bidder's Information
Quality	Specifications	All items/services must comply with ACTED's technical specifications. Samples may be requested at a later stage of the procurement process.	☐ Yes ☐ No
	Warranty	A minimum warranty period of one (1) year is required	☐ Yes ☐ No
Availability & Capacity	Lead Time	The bidder must be able to deliver the items within (3-5) days following the signing of the contract	☐ Yes ☐ No
Commercial Conditions	Bank Account	The bidder is preferably required to maintain a bank account within Sudan.	☐ Sudan ☐ Abroad
		Only bank account details registered under the company's name shall be accepted. Bank accounts belonging to individuals **will not** be accepted.	☐ Company ☐ Individual
	Payment Terms	Bank transfer in USD	☐ Yes ☐ No
	Offer Validity	The offer must remain valid for a minimum period of three (3) months. A validity period of six (6) months is preferred	☐ Three (3) ☐ Six (6)

Name of Bidder's Authorized Representative: .....

Authorized signature and stamp: .....

Date: .....

..... **Supplier Signature & Stamp**