

Terms of Reference (ToR) Supplying ICT Equipment

1. **Background:**

Good Neighbors International (GNI) has been working in Nepal since 2002 with the objective of improving lives of poor people, especially children through education, income generating activities, health services, child protection, disaster risk reduction, advocacy and network building. Currently, GNI Nepal has been operating its activities in 19 districts.

2. **Objective of the service:**

1. To procure the ICT Equipment required for the organization.

3. **Scope of the Work**

The ICT equipment that we are going to procure will be based upon the specification and standard given in the annex. The equipment will either be procured in bulk or in item basis. The firms/suppliers should clearly mention the validity of the quoted price.

4. **Expected Deliverables**

The deliverables that GNI Nepal expect are the quality equipment listed below

1. Laptop
2. Audio/Video Conference equipment

5. **Budget and Mode of Payment:**

The firms/suppliers shall submit financial proposal with detailed breakdown including applicable VAT/taxes at the time of proposal submission.

- a. The payment shall be made to the account of the firms/suppliers.
- b. The payment will be made through Account Payee cheque.

6. **Acceptance of ITB**

All rights to accept or reject a proposal, with or without giving any reasons, shall be reserved with GNI Nepal. If deemed necessary, the firms/suppliers shall be asked for modifications.

7. **Management of the Service:**

The selected firms/suppliers shall be accountable for the delivery of the expected quality goods within the stipulated time and location.

8. **General Qualification of the Firms/Suppliers:**

All the firms/suppliers registered under the authorized agency of the government of Nepal having the experience in the related field is eligible to apply for the project. The firms/suppliers with expertise as outlined below:

- a) Firms/suppliers should have PAN, Company registration, VAT registration and Tax clearance certificates etc.

9. **Documents to be Submitted by the Firms/Suppliers:**

The application shall contain following documents:

- A. Price quotation with individual item and specification
- B. Details of the company/firm
 - a) A copy of company/firm registration
 - b) Organization profile
 - c) A copy of Tax clearance certificate (076/077)
 - d) VAT and PAN registration
 - e) Audit Report (latest)

Interested and eligible firms/suppliers are requested to submit the bid via courier/hand delivery to Good Neighbors International Nepal Office Address or email to eoig@gninepal.org clearly marking the subject with **"Bid for Supplying of ICT Equipment"** by 20th Dec , 2020, 17:00 Hrs (Nepal Time). Email bid document must be password protected. The password will be requested prior to the bid opening date. A details Terms of Reference (TOR) and bidding form including the specification of ICT equipment can be downloaded at <http://gninepal.org/who-we-are/notice/>.

ANNEX I: Technical Specification
Laptop Type 1 Specification – 10 Pc
(Please quote for one or both)

Specification 1:

Processor: 10th Generation Intel® Core™ i7-10510U Processor
Memory: 8GB, 1x8GB, 2133 MHz, Integrated
Hard Drive: 256/512 GB M.2 PCIe NVMe Solid-State Drive
I/O Ports: 2 Thunderbolt™ 3 with Power Delivery and DisplayPort, 1 USB 3.1 Gen 1 Type C™ port with DisplayPort/Power Delivery, 1 microSD-card reader, 1 Universal audio port
Display: 13.3-inch FHD (1920 x 1080) Non-Touch Display
Graphics: Intel® UHD Graphics with shared graphics memory
Slots: 1 external uSIM card tray option, 1 uSD 4.0 Memory card reader, 1 Optional Contacted SmartCard Reader, 1 Noble Wedge Lock slot
Keyboard: Black Backlit English Keyboard with Fingerprint Reader
Wireless: Killer™ Wi-Fi 6 AX1650 (2 x 2) and Bluetooth 5.1
Camera: Widescreen HD (720p) 2.25mm webcam with 4 array digital microphones; Far Field Cortana capable
Battery: 4-Cell, 52 WHr, Integrated battery
Operating System: Windows 10 Home, 64-bit, English Genuine

Specification 2:

Processor: 8th Generation Intel® Core™ i7-8665U Processor with vPro™ (1.90 GHz, up to 4.80 GHz with Turbo Boost, 4 Cores, 8 MB Cache)
Memory: 16GB DDR4 2400MHz (Soldered)
Hard Drive: 512 GB PCIe SSD
I/O Ports: 2 x USB 3.1 Gen 1** (one Always On)
1 x USB 3.1 Gen 1 Type-C (Power Delivery, DisplayPort, Data transfer)
1 x USB 3.1 Gen 2 Type-C / Intel Thunderbolt 3 (Power Delivery, DisplayPort, Data transfer)
MicroSD card reader/Micro-SIM combination slot
Smart card reader (Optional)
Headphone / mic combo
HDMI 1.4
RJ45 via Ethernet Extension adapter (sold separately)
Display: 13.3" FHD (1920 x 1080) IPS, anti-glare, 300 nits non- touch
Graphics: Integrated Intel® UHD Graphics
Bluetooth® 5.0
WWAN: Fibocom L850-GL 4G LTE-A Cat9 (Optional)
Camera: 720p HD with ThinkShutter privacy cover
IR & 720p HD with ThinkShutter privacy cover (Optional)
Battery: Up to 17.6 hours with 48 Whr battery*
Operating System: Windows 10 Pro, 64-bit, English Genuine

Laptop Type 2 Specification – 15 Pc

(Please quote for one or both)

Specification 1:

Processor: 8th Generation Intel® Core™ i5-8365U Processor (4 Core, 6MB Cache, 1.6GHz, 15W, vPro-capable)

Memory: 8GB, 1x8GB, DDR4 Non-ECC

Hard Disk: M.2 256GB PCIe NVMe Class 35 Solid State Drive

I/O Ports: 1 USB Type C™ 3.1 Gen 2 with Power Delivery & DisplayPort (Optional Thunderbolt™3)

2 USB 3.1 Gen 1, one with Power Share, 1 HDMI 1.4, 1 RJ-45, 1 Optional Touch Fingerprint Reader in Power Button

Slots: 1 external uSIM card tray option, 1 uSD 4.0 Memory card reader, 1 Optional Contacted SmartCard Reader, 1 Noble Wedge Lock slot

Display: 13.3" FHD WVA (1920 x 1080) Anti-Glare Non-Touch, Super Low Power, Camera & Microphone, WLAN/WWAN Capable

Graphics: Integrated Intel® UHD 620 Graphics

Wireless: Intel® Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.0

Battery: 4 Cell 60Whr ExpressCharge™ Capable Battery

Windows 10 Pro 64bit English Genuine

Specification 2:

Processor: 10th Generation Intel® Core™ i5-10210U Processor (6MB Cache, up to 4.2 GHz)

Memory: 8GB, 1x8GB, 2133 MHz, Integrated

Hard Drive: 256 GB M.2 PCIe NVMe Solid-State Drive

I/O Ports: 2 Thunderbolt™ 3 with Power Delivery and DisplayPort, 1 USB 3.1 Gen 1 Type C™ port with DisplayPort/Power Delivery, 1 microSD-card reader, 1 Universal audio port

Display: 13.3-inch FHD (1920 x 1080) Non-Touch Display

Graphics: Intel® UHD Graphics with shared graphics memory

Slots: 1 external uSIM card tray option, 1 uSD 4.0 Memory card reader, 1 Optional Contacted Smartcard Reader, 1 Noble Wedge Lock slot

Keyboard: Black Backlit English Keyboard with Fingerprint Reader

Wireless: Killer™ Wi-Fi 6 AX1650 (2 x 2) and Bluetooth 5.1

Camera: Widescreen HD (720p) 2.25mm webcam with 4 array digital microphones; Far Field Cortana capable

Battery: 4-Cell, 52 WHr, Integrated battery

Operating System: Windows 10 Home, 64-bit, English Genuine

VIDEO CONFERENCING SYSTEM SPEC-1 SET

Audio System with Mic

- 4 bi directional microphone (360 degrees)
- Produces high fidelity audio quality
- Built in AEC, AGC & ANS: Acoustic Echo Cancellation, Automatic Gain Control, and Acoustic Noise Suppression
- USB speakerphone support

Camera:

- 2 Megapixel or above
- Full HD 1080p
- At least 10-ft USB cable with power adapter
- Mount

Applicable for:

- Room type: Boardroom or conference room
- Room size: (dimensions) 25 Ft by 15Ft or above
- Capacity: 15 to 20 seater
- Table shape: Oval shape table

Annex II
Financial proposal/Bidding Form

S.N	Item	Brand & Spec.	Unit Rate with Vat	Remarks
1	Laptop Type-1 (10 Pcs)			
2	Laptop Type-2 (15 Pcs)			
3	Video Conference Equipment			
4	Camera			

Name of Company:

Date:

Contact No:

Company Stamp: