

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

A. 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

- A. Laptop
- B. Printer
- C. Projector
- D. Audio visual conference set

5. Budget and Mode of Payment

The Vendor 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 companies 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 private company/firm 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. Firms/suppliers Profile
 - a) A copy of firms/suppliers registration
 - b) Company profile
 - c) A copy of Tax clearance certificate (076/077)
 - d) VAT and PAN registration certificate
 - e) Manufacturer Authorization Letter/ Authorized Distributer/Dealer Letter (Only for Laptop):
Preference will be given to the vendor who will be submitting this letter.

The ITB should reach the address below via courier or hand delivery by **17:00 hrs., 19 February 2021**. Please, enclose the bid in an envelope, do seal and mark it with **“Bid for Supplying of ICT Equipment”**

and send to:

Good Neighbors International Nepal

Ekantakuna-13, Lalitpur, Kathmandu, Nepal

GNI Nepal reserves all rights to make the final decision regarding selection of the firm/suppliers without any obligations.

ANNEX I: Technical Specification

A. Laptop

Type 1 Laptop Specification: 12 Pc

Processor: Intel Core i7-10th (1.80GHz, up to 4.90GHz with Turbo Boost, 4 Cores, 8MB Cache)
Display: 13.3" FHD (1920*1080p), Anti-Glare, 300nits
OS: Windows 10 Pro 64 Bit Genuine (Factory Installed)
Graphic Card : Intel Integrated UHD Graphics
Memory: 16GB DDR4
Storage: 1TB SSD M.2 NVMe TLC
Camera: 720p HD Camera with Think Shutter privacy cover
Wireless LAN : Intel Wi-Fi 6 AX201, 802.11ax 2x2 Wi-Fi + Bluetooth 5.1, M.2 Card
I/O Ports: 1x USB 3.2 Gen 1

- 1x USB 3.2 Gen 1 (Always On)
- 1x USB-C 3.2 Gen 1 (support data transfer, Power Delivery and DisplayPort™ 1.2)
- 1x USB-C 3.2 Gen 2 / Thunderbolt 3 (support data transfer, Power Delivery and DisplayPort 1.2)
- 1x HDMI 1.4b
- 1x Ethernet extension connector
- 1x headphone / microphone combo jack (3.5mm)
- 1x side docking connector

Security: Enabled Discrete TPM2.0, Fingerprint Reader
Battery: Li-Polymer Internal Battery, 48Wh
Accessories: 1*45W AC Adapter. 1* Power Cord, 1* Backpack
Warranty: 3 years warranty

OR

11th Generation Intel® Core™ i7-1165G7 Processor
16GB, 1x16GB, 2133 MHz, Integrated
512 GB M.2 PCIe NVMe Solid-State Drive
Two Thunderbolt 4 USB Type-C ports with Power Deliver,
One headset (headphone and microphone combo) port,
One microSD-card slot,
13.3-inch FHD (1920 x 1080) Non-Touch Display
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
Windows 10 Home, 64-bit, English Genuine
Warranty: 3 years warranty

Type 2 Laptop Specification: 35 Pc

Processor: 11th Generation Intel Core i7-1165G7 Processor
Memory: 16GB (1x16GB) DDR4 3200 MHz, Integrated
Hard Drive: 512GB PCIe NVMe Value Solid State Drive
I/O Ports: 2 Super Speed USB Type-C 5Gbps signaling rate;
2 Super Speed USB Type-A 5Gbps signaling rate (1 charging);
1 Stereo headphone / microphone combo jack;
1 HDMI 2.0b;
1 AC power
Display: 13.3 inch FHD (1920x1080) Anti-Glare LED Non-Touch Display
Graphics: Intel® Iris® X^e Graphics with shared graphics memory
Slots: 1 external uSIM card tray option,
1 Optional Contacted SmartCard Reader,
1 Noble Wedge Lock slot
Keyboard: Black Backlit English Keyboard with Fingerprint Reader
Wireless: Intel Wi-Fi 6 AX201 ax 2x2 MU-MIMO nvP 160MHz +Bluetooth 5 WW
Camera: Integrated HD 720p DualAryMic Webcam with Audio by Bang & Olufsen, dual stereo speakers, 3 multi array microphone
Battery: 3 Cell 53 WHr Long Life, Integrated battery
Operating System: Windows 10 Professional, 64-bit Factory Installed
Warranty: 3 years warranty

Type 3 Laptop Specification: 56 Pc

8th Gen Intel Core i5-8265U processor (6 MB cache, 4 core count/ 8 threads, 1.6 GHz to 3.9 GHz, 15 W TDP)
Memory : 8GB DDR4 Memory
Hard Drive : 512GB PCIe NVMe M.2 SSD
Graphic Processor : Integrated
Display : 13.3" FHD (1920 x 1080) Anti-Reflective, IPS, IR
Camera & Microphone, WLAN Capable
Keyboard : Single Pointing US English Keyboard
Wireless : Intel® Wi-Fi 6 AX200 2x2 .11ax 160MHz + Bluetooth 5.0
OS : Windows 10 pro 64 Bit Genuine Factory Installed

OR

Processor: 10th Gen i5-10210U Processor, 4 Cores, 1.6GHz upto 4.2GHz, 6MB Cache,
OS: Windows 10 Pro 64Bit (Factory Installed)
Display: 14" FHD Anti-glare, LED backlight, TN Display
RAM: 8GB DDR4
Storage: 256GB SSD M.2
Graphics Chipset: Intel Integrated UHD Graphics
Wireless: Wi-Fi 2x2 802.11ac + Bluetooth 5.0
Audio: Dolby Advanced Audio
Webcam:
HD720p camera with optional Shutter camera privacy, fixed focus
I/O Ports :
1*USB 2.0, 2*USB 3.1 Gen1, 1*USB 3.1 Type-C

Gen 1, HDMI 1.4b, Ethernet (RJ-45), headphone / microphone combo jack,
Network LAN: Gigabit Ethernet (10/100/1000)
Battery: Up to 12 hours, Integrated Li-ion battery 45Wh
Warranty: 3 years warranty

B. Printer

Business Printer Specification

Functions: Print, Copy, Scan, Fax, Email
Print speed, black (normal): Up to 40 ppm (default) ; Up to 42 ppm (HP High Speed)
First page out (ready) black: As fast as 6.1 sec
Resolution (black): Fine Lines (1200 x 1200 dpi)
Resolution technology: FastRes 1200, ProRes1200, Economode
Monthly duty cycle: Up to 80,000 pages
Recommended monthly page volume: 750 to 4000
Print Technology: Laser
Display: 2.7" (6.86 cm) intuitive color touchscreen (CGD)
Number of print cartridges: 1 (black)
Connectivity, standard: 1 Hi-Speed USB 2.0; 1 rear host USB; 1 Front USB port; Gigabit Ethernet 10/100/1000BASE-T network; 802.3az(EEE); 802.11b/g/n/2.4/5 GHZ Wi-Fi radio
Paper handling input, standard: 100-sheet tray 1, 250-sheet input tray 2; 50-sheet Automatic Document Feeder (ADF)
Duplex printing: Automatic (default)
Media sizes supported: A4; A5; A6; B5 (JIS); Oficio (216 x 340 mm); 16K (195 x 270 mm); 16K (184 x 260 mm); 16K (197 x 273 mm);
Warranty: Yes

C. Projector

Projector Specification

DLP Chip: LCD
Resolution: 1,024 × 768 (XGA)
Brightness: 3300 ANSI
Lamp life: 10,000-lamp hours-Eco
Contrast ratio: 15000:1 Contrast Ratio
Others: HDMI, 3D ready, Direct On/off, Auto Power on, H/V Keystone, Off Timer, DICOM, Wired/Wireless
Option, Free NaViSet Administrator 2, Wide 1.7xOptical Zoom, Ambient Light Sensor

D. Audio visual conference set

Audio System with Mic-1 pc

- 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: 1 pc

- 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	Qty.	Unit Rate with Vat	Total Amount (NRS.)
1	Laptop Type-1		Nos.	12		
2	Laptop Type-2		Nos.	35		
3	Laptop Type-3		Nos.	56		
4	Business Printer		Nos.	1		
5	Projector		Nos.	1		
6	Audio Visual Conference set (Camera and Mic Set)		Nos.	1		

Name of Company:

Date:

Contact No:

Company Stamp