

REQUEST FOR QUOTATION

TO: Suppliers of Brand-New Laptops

M/s.....

P.O.Box, Nairobi.



SECTION A:

DIESK is pleased to invite you to participate in the Request for Quotation

File No: Tech-KCDF-DIESK21

QUOTATION OPEN DATE: 24/06/2021

CLOSING DATE 27/06/2021

DELIVERY PLACE: Korogocho Office, Opposite Korogocho Police Station.

S/N O	ITEM DESCRIPTION	QTY	BRAN D	UNIT PRICE	TOTAL COST
1	Tech-KCDF/DIESK/PROC/021/2021: Supply of laptops of specifications; OS: DOS/Ubuntu, Size: 14' inches, RAM: 4GB, Core: i3 or i5 (depending on availability), HDD: 1TB, Ideal Graphics: 1366 by 768 pixels (or anything above), Bluetooth Support (must have), Camera (must have), Processor: Indicate what generation e.g., G7,G8,G9 etc. , Warranty: Indicate tenure of warranty available , Lan and Wireless option (both must have), HDMI port, USB port, Mic port, USBC port (all must have), Kensington lock (added advantage) Not limited to brand, but what is available.	2			
TOTAL COST OF QUOTATION Validity of Quotation (minimum 3 months) Quoted completion date					

Standard Terms and Condition:

1. Prices quoted must be in Kenya Shillings and inclusive of all taxes, packaging and delivery to DIESK
2. Items supplied must be in accordance with samples/specifications/drawings
3. Deliveries will be subject to inspection and acceptance. Rejected goods will be collected by the supplier at his own cost

4. ETR receipts should be attached on invoices at the time of delivery where necessary.

SECTION B: To be filled by the bidder:

We hereby submit our quotation and we shall abide by the terms and conditions therein

Name of Bidder

(Stamp)

P.O Box

Telephone No.

Name of Signatory

Signature

Date

Completed quotations should be submitted to the secretary at the offices or sent via email;
procurementdiesk@gmail.com by 27th June 2021 at 5:00 Pm

FOR OFFICIAL USE ONLY

Opened by:

1.....Designation.....Signature

2.....Designation.....Signature

3.....Designation.....Signature

