



Institute of Policy Analysis  
and Research - Rwanda

**Tender name:** SUPPLY OF 10 LAPTOPS FOR IPAR-RWANDA

**Procurement method:** SM

**Date of issue:** .... / 10 / 2020

## **Tender Notice: SUPPLY OF 10 LAPTOPS**

1. The Institute of Policy Analysis and Research- Rwanda (IPAR) wishes to put a portion of its funds towards hiring an eligible company for the supply of 10 laptops. The institute will apply a portion of the funds to eligible payments under the contract for which this tender notice is issued.
2. IPAR now solicits bids from eligible companies to provide the above goods for a period of 10 days.
3. This tender notice is open to all interested companies fulfilling the requirements herein.
4. Interested bidders must possess the following in their bids;
  - Evidence of experience of at least 5 years in supply of IT equipment
  - Trading license
  - Valid RRA Non Clearance and Valid Social Security certificate
  - Bid security of 2% of the estimated bid value
  - 3 Certificates of good completion from public or private institutions.
5. Bids must be in well sealed envelopes, and must be delivered in three copies each, one of which should be marked "ORIGINAL" to the address below: **THE EXECUTIVE DIRECTOR, P.O. BOX 6005 KIGALI, KIMIHURURA BELOW OFFICES OF THE PRIME MINISTER, TEL: 07890997045, [info@ipar-rwanda.org](mailto:info@ipar-rwanda.org)**
6. Late bids will be rejected. Bid submission deadline is 14/10/2020 at 10:00Am local time.
7. Technical specifications of 10 laptops are the following:

SN0	Component	Technical Specifications
1	RAM	8GB DDR3
2	Operating System	Windows 10 Pro 64 Bit Genuine
3	Processor	3rd Generation Core™ i5 Processor 2.7 ghzGHZ
4	Display Size	14 inches
5	Storage	1TB hard drive
6	Graphic	Integrated Graphics
7	Accessories	Genuine laptop, color black
8	software	Genuine MS office 2016
9	Other Accessories	Kensington Lock , DOCK STATION and wireless mouse(per/laptop)
10	warrant	1 year warrant

Done at KIGALI, 30/09/2020

  
Eugenia KAYITESI  
Executive Director

