**REQUEST FOR QUOTATION  
SPECIFICATION OF STANDARD GOODS**

**Procurement No: 25-G006-25**

## Specification

### Background

This procurement request is for the purchase of **8 Wi-Fi–enabled computers** for the Payments Unit. The current computers are outdated, and several do not support wireless connectivity. Upgrading to modern Wi-Fi capable devices is essential to enhance staff productivity, streamline their daily tasks, and ensure efficient and reliable access to network resources.

### Requirements

All supporting documentation must be in English.

**Processor:** Intel Core i5 (11th or 12th Gen, Quad-Core or higher)  
**RAM:** 16 GB DDR4 (minimum 8 GB if light use)  
**Storage:** 512 GB SSD   
**Operating System:** Windows 11 Pro (preferred for office environments)

**Connectivity:**

* Built-in Wi-Fi 6 or 5 (802.11ac)
* Bluetooth 5.0 or higher
* Ethernet Port (RJ-45)

### Installation services

**Support & Maintenance**

* Ensure warranty registration and support contacts are recorded.
* Provide guidance on reporting issues or requesting IT assistance.

### ****Testing****

* Run a functionality test on each device.
* Confirm performance meets the organization’s requirements.

**Software Installation**

* Install the operating system (if not pre-installed).
* Install required applications, including productivity software, antivirus, and any organization-specific tools.
* Configure user accounts, permissions, and security settings.

### Delivery Time

The delivery of the computers should be scheduled for the **earliest availability in January**.

## Description of the Goods

*Here, list all items to be Tendered*

*(This part may be replaced by a proprietary Supplier description)*

|  |  |  |  |  |
| --- | --- | --- | --- | --- |
| Pos. | Description | Number | Delivery Time (to be Tendered) | Price (to be Tendered) |
| 1 |  |  |  |  |
| 2 |  |  |  |  |
| 3 |  |  |  |  |
| 4 |  |  |  |  |