

Dear Messer's,
Greetings from REFORM Association

Subject: Invitation to Tender- Office Equipment

The Palestinian Association for Empowerment and Local Development—**REFORM** would like to purchase the following according to the below mentioned requirements.

Please submit your stamped offer in a sealed envelope by hand latest by **Wednesday 07.02.2024 before 15:00 pm.**

Item	Type	Specification	Quantity	Price per unit in ILS Excluding vat	Total Price in ILS Excluding vat
Equipment	Laptop	Laptop with the following specifications: <ul style="list-style-type: none"> - Processor: 12th Generation Intel Core i7 processor - RAM: 16 or 32 GB DDR4. - Storage: 512 GB SSD or higher for faster data access. - Operating System: Windows 11 Pro. - Display: 14-in or 15.6 in. display Full HD (1920 x 1080) for clarity. - Battery Life: up to 18 hours for extended use during fieldwork. - Warranty: 3 years - GPU: Intel Iris® Xe Graphics. 	3		
Equipment	Camera	Camera: <ul style="list-style-type: none"> • Type: 22.3mm x 14.9 mm CMOS • Image Processor: DIGIC 6 • Effective Pixels: Approx. 24.20 megapixels • Built-in Flash Coverage: up to 17mm focal length (35mm equivalent: 27mm) 	1		

		<ul style="list-style-type: none"> • Shutter Speed: 30-1/8000 sec (1/2 or 1/3 stop increments) • Modes: Auto, Manual flash, Integrated Speedlight Transmitter. <p>Tripod With 3-Way Pan and Tilt Head (Black)</p> <ul style="list-style-type: none"> - Color Black - Compatible Devices Camera - Material Aluminum - Item Weight 7.1 Pounds - Weight Limit 19.8 Pounds - Maximum Height 75 Inches - Tripod Head Type Pan Heads - Minimum Height 16.1 Inches 			
Equipment	Gaming/ Editing Computer	<p>Desktop with the following specifications:</p> <ul style="list-style-type: none"> • M3 chip with 8-core CPU and 8-core GPU • 8GB unified memory • 256GB SSD • 2 Thunderbolt ports. • Operating system: macOS • Wireless: Wi-Fi 6E wireless network with 802.11ax standard • Bluetooth: Bluetooth 5.3 wireless technology • Camera: HD 1080p • The Desktop must have the following Applications downloaded: <ol style="list-style-type: none"> 1. Adobe illustrator app 2. Adobe premiere pro app 3. iMovie app 4. Pixelmator app 	1		

Submission criteria:

- Technical and financial offers must be signed and stamped by the supplier.
- Submission of registration license and deduction of source certificate- يجب إرفاق صورة عن شهادة خصم المصدر سارية المفعول مع العرض
- Submission of high-quality pictures for the requested items.
- Financial offer should be submitted in one currency **(ILS) excluding VAT**.
- Please specify the warranty period for the requested items.

Notes:

- Confirmation of the vendor's ability to issue separate VAT invoices and ZERO VAT invoices, if needed.
- REFORM is not obliged to choose the lowest price.
- The company must have the items in stock and deliver items based on REFORM's Request to REFORM Association and must cover delivery fees.
- Advertisement fees will be covered by the winning vendor.
- REFORM has the ability to choose more than one supplier based on the items requested.
- REFORM has the right to cancel one or more of the offers submitted to in the application.
- REFORM has the ability to order items separately and through 2024 based on their need.
- Offers will be evaluated based on the following criteria:

Technical offer 40%	40%
Compliance with the requested requirements	20%
Delivery period and availability in stock and delivery price and place	20%
Financial offer 60%	60%

- **Price offer should be drafted in English, signed, stamped and delivered by hand to the following address:**

The Palestinian Association for Empowerment and Local Development—REFORM, Tirawi Building, 2nd floor in Al Masyoun, Ramallah.

For more information, please do not hesitate to contact us on the following contact details:

Telefax: 02-2966645, Email: mmorarr@reform.ps

Thank you for your kind cooperation!