

**DEPARTMENT OF INTERNATIONAL ORGANISATION**

**MINISTRY OF FOREIGN AFFAIRS**

1. Please complete and submit the Quotation Form provided.
2. The quotation shall be addressed to:-

**DIRECTOR OF INTERNATIONAL ORGANISATION**

**MINISTRY OF FOREIGN AFFAIRS**

**INTERNATIONAL CONVENTION CENTRE, BERAKAS**

**BRUNEI DARUSSALAM**

1. Quotation shall be deposited in the **QUOTATION BOX** located at the Ground Floor, Ministry of Foreign Affairs, Main Hall Lobby Foyer, International Convention Centre, Berakas, Negara Brunei Darussalam.
2. Suppliers who are unable to submit quotations as required are requested to state their inability to quote by writing **"No Quote"** in the Quotation Form (Annex I) provided and to submit to the above address.
3. Closing date for the submission of Quotation is **on Wednesday, 9 October 2024 (before 2:00 pm)**
4. The envelope containing the quotation shall not bear the name or address of the Supplier and shall have on its top the **quotation title** and **reference number** together with the **closing date and time** of the quotation only.
5. All prices are to be quoted inclusive of the minimum validity period of **three (3) months** from the closing date of the quotation.
6. Please kindly submit copies of the following:-

|  |  |  |  |
| --- | --- | --- | --- |
| **No.** | **Documents** | **Submitted** | **Not Applicable** |
|  | Business Registration (Form 16&17) Companies Registration (Form X) |  |  |
|  | Authorized Dealer Certificate |  |  |
|  | Certificate of Tax Compliance |  |  |
|  | Written quotation with Company Letterhead |  |  |
|  | Fill and complete the MFA Quotation Form. |  |  |



**DEPARTMENT OF INTERNATIONAL ORGANISATION**

**MINISTRY OF FOREIGN AFFAIRS**

**SCHEDULE OF PRICE**

**TITLE: TO SUPPLY & DELIVERY OF LAPTOPS AND TABLETS FOR MFA-40 UN MODEL AT MINISTRY OF FOREIGN AFFAIRS**

**QUOTE NO: MFA/DIO/002/2024**

| **ITEM** | **DESCRIPTION** | **QTY** | **PROPOSED ITEM** | **UNIT COST** | **TOTAL COST** |
| --- | --- | --- | --- | --- | --- |
| 1 | High End Laptop   * CPU: Intel 13th Gen i5-13420H or Higher * RAM: 16GB DDR5 5600Mhz * GPU: RTX4060 8GB GDDR6 * Storage: 512GB M.2 NVME PCIe Gen4 (1x M.2 SSD slot NVMe PCIe Gen4)   - Display 15.6" FHD 144Hz, IPS-Level  - 802.11 ax Wi-Fi 6 + Bluetooth  v5.2   * Windows 11 Home * Microsoft Office 2021 Professional Plus * I/O Ports: 1x USB 3.2 Gen1 Type C/DP, 2x USB 3.2 Gen1 Type-A, 1x HDMI (4K@60Hz) * Battery: 3-Cell 53.5 battery (Whr) * AC Adapter: 120W Adapter   Include:   * Laptop Carry bag, Wireless Mouse, Mouse Pad, USB Type-C 9 in 1 Hub | **2** |  |  |  |
| 2 | Medium Range Laptop   * CPU: Intel 13th Gen i5-1340P or Higher * RAM: 16GB LPDDR5-4800 * GPU: Intel Iris XE or Higher * Storage: 512GB NVME PCIe Gen4 (1x M.2 SSD slot NVMe PCIe Gen4) * Display 13.3" FHD+ (1920x1200), 16:10, IPS-Level Intel® Killer™ AX Wi-Fi 6E + Bluetooth 5.3 * Windows 11 Home * Microsoft Office 2021 Professional Plus * Discrete Trusted Platform Module(dTPM) 2.0 * I/O Ports: 2x Type-C (USB / DP / Thunderbolt™ 4) with PD charging, 1x Type-A USB3.2 Gen1, 1x Micro SD Card Reader & 1x HDMI™ 2.1 (4K @ 60Hz) * Battery: 4-Cell 75 battery (Whr) * AC Adapter: 65W Adapter * Weight (W/ Battery): 0.99kg   Include:   * Laptop Carry bag, Wireless Mouse, Mouse Pad, USB Type-C 9 in 1 Hub | **2** |  |  |  |
| 3 | Low Range Laptop   * CPU: Intel 13th Gen i5-13335U or Higher * RAM: Onboard 16GB DDR4 3200Mhz * GPU: Intel Iris XE or Higher * Storage: 512GB NVME PCIe Gen3 (1x M.2 SSD slot (NVMe PCIe Gen3)   - Display: 15.6" FHD (1920x1080), IPS-Level  802.11 ax Wi-Fi 6 + Bluetooth v5.2  - Windows 11 Home Microsoft Office 2021 Professional Plus Firmware Trusted Platform  Module (fTPM) 2.0   * 1x HDMI™ (4K @ 30Hz), 1x Type-C (USB3.2 Gen2 / DP) with PD charging, 1x Type-A USB3.2 Gen2, 2x Type-A USB2.0, 1x Micro SD Card Reader, 1x HDMI™ (4K @ 30Hz) * Battery: 3-Cell 39.3/53.8 Battery (Whr) * AC Adapter: 65W Adapter * Weight (W/ Battery): 1.7kg   Include:   * Laptop Carry bag, Wireless Mouse, Mouse Pad, USB Type-C 9 in 1 Hub | **2** |  |  |  |
| 4 | TAB S9 FE (Wi-Fi) 128gb/6gb RAM   * Dimensions: 254.3 x 165.8 x 6.5 mm * Weight: 523g * Display Type: 10.9” WUXGA + TFT * Internal Memory: 128GB/6GB RAM * Version: Android 13 * CPU: Octa Core 2.4GHz, 2GHz * Primary Camera: 8 Megapixels * Secondary Camera: 12 Megapixels * Recording: UHD 4K (3840 X 260) @30fps * Battery Features: 8000 mAh | 2 |  |  |  |
| 5 | To supply procurement stickers for laptop & tablet   * Clear sticker with logo (design logo to be provided once awarded) * Dimension 6cm x 6cm * Dimension 10cm x 10cm | 50  50 |  |  |  |
| **TOTAL AMOUNT** | | | | |  |



**ANNEX I**

**DEPARTMENT OF INTERNATIONAL ORGANISATION**

**MINISTRY OF FOREIGN AFFAIRS**

# QUOTATION FORM

**TITLE: TO SUPPLY & DELIVERY OF LAPTOPS AND TABLETS FOR MFA-40 UN MODEL AT MINISTRY OF FOREIGN AFFAIRS**

**QUOTE NO: MFA/DIO/002/2024**

* *I/We the undersigned having read and fully understood the instructions and specifications regarding the above and willing to supply and deliver the laptops and tablets for a sum of:*

***Brunei Dollars:***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_

***\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_***(B$\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_)

|  |  |
| --- | --- |
| **Name and Signature:** |  |
| **Designation:** |  |
| **Company’s Name:** |  |
| **Company’s Stamp:** |  |
| **Company’s Address:** |  |
| **Contact Number:** |  |
| **Email:** |  |
| **Date:** |  |

|  |  |  |  |
| --- | --- | --- | --- |
| **Please complete and observe the following:** | | **Comply** |  |
| a. | QuotationValidity: **3 Months** | Yes / No |  |
| b. | Warranty Period: **2 Years** | Yes / No |  |
| c. | Delivery Period: **Ex-stock or 3-4 weeks** | Yes / No |  |
| d. | Please provide product brochures if any | Yes / No |  |
| e. | Labour includes supply and delivery | Yes / No |  |
| f. | Payment in Brunei Government Dollar | Yes / No |  |
| g. | A penalty charge may be incurred for late delivery:   1. The Suppliers shall use all reasonable endeavors to achieve the delivery period as stated above; 2. If the Supplier fails to deliver the items by the stipulated delivery period, then the Supplier shall pay liquidated damages to the Government for the delay during the period beginning on the purported delivery date and ending on the date on which the delivery is actually performed. Liquidated damages of a sum equal to one percent (1 %) of the total cost of the Items shall be payable for each day of delay up to a maximum of ten percent (10%). The payment of liquidated damages shall be in full satisfaction of the Supplier’s liability for such period of delay but such payments shall not relieve the Supplier from its obligation to deliver the items or from any other liability or obligation under this Quotation. | Yes / No | Acknowledgement :  Company’s Official Stamp: |
| h. | Acceptance of Quotation   1. The Government reserves the right not to accept the lowest price or incomplete Quotation. 2. The Government may accept the whole or any part(s)/options(s) or change the number of units required in the Quotation, and the prices shall be adjusted in accordance with the schedule of prices set out in the Quotation. | Yes / No | Company Reg No : ……………………..  I hereby certify the above quote to be correct.  Signature :  ………………………… |