



REQUEST FOR PROPOSAL

Supply and commissioning of one hundred (100) units of laptops

9 September 2025

1. The Bank of Mauritius (Bank) invites bids from eligible local and qualified Bidders for the supply of one hundred (100) laptops as per the Technical Specifications more fully described at Annexure A.
2. The scope of services includes supply and commissioning of the laptops. Commissioning would be deemed complete when the equipment is successfully tested and commissioning document signed.
3. Tenders should be in accordance with the requirements mentioned at Annexure A and should conform to the following conditions:
 - a. Prices should be quoted in Mauritian Rupees only.
 - b. Late submission of tenders will not be accepted.
 - c. Tenders not conforming to the specifications and failing to provide the required details will be rejected.
 - d. The Bank may purchase additional laptops at the time of awarding the contract.
4. Tenders should include delivery lead time after confirmation of order.
5. The terms of payment will be as follows:
 - 40% on allocation of contract, against a Bank Guarantee which shall expire after delivery and commissioning of the equipment;
 - 60% upon supply and commissioning of the laptops.
6. Bids should be valid for a period of **ninety (90) days** from date of submission.
7. The Bank may, during the evaluation period, request such additional information as it may require from tenderers.
8. Queries, if any, should be addressed to the Chairperson - Tender Committee at the following email address: tender.committee@bom.mu by **17 September 2025**. Responses to queries shall be published on the Bank's website by **22 September 2025**.
9. The quotations shall be sent **electronically**, by email, from the email address of the authorised signatory of the bidder to tender.committee@bom.mu by **15.00hrs (local time) on 26 September 2025, at latest**.

10. The Proposal must be submitted as an attachment in the email sent by the authorised signatory. The name of the electronic file must be **“Supply and commissioning of one hundred (100) units of Laptops”**.
11. The electronic documents should be encrypted with a strong password before being sent by email.
12. Encryption procedures:
 - a. Open the document (Word, PDF, or ZIP).
 - b. Apply encryption:
 - i. For Word/PDF: Go to File > Protect Document > Encrypt with Password.
 - ii. For ZIP: Use a secure compression tool and enable encryption.
 - c. Use a strong password (min. 8 characters, mix of letters, numbers, symbols).
 - d. Save the encrypted document securely.
 - e. Send the password in a separate email from the document submission.
 - f. Do not include the password in the document or submission email.
 - g. Attach the encrypted document to the designated email.
 - h. Confirm submission and notify the recipient of the password separately.

Failure to comply with the above submission formats may entail rejection of the bid

13. The Bank reserves the right to accept or reject any bid and to annul the bidding exercise and reject all bids without thereby incurring any liability to any bidder or any obligation to inform bidders of the grounds of its action.

Annexure A

No.	Minimum requirement of the laptops	Comply * (Y/N)
1.1	Brand: To be specified by supplier (Only top vendors of Gartner Quadrant will be considered)	
1.2	Processor Type: Minimum Intel i7 14th Generation	
1.3	System type : 64 bit Operating System	
1.4	RAM: 16Gb (Minimum DDR4 SDRAM)	
1.5	Hard Disk Capacity:1 TB SSD	
1.6	USB ports	
1.7	HDMI	
1.8	Mouse (Optical)	
1.9	Disk encryption: Trusted Platform Module (TPM) 2.0 or higher	
1.10	Network: RJ45 port on board	
1.11	Audio: Internal Speaker and microphone integrated	
1.12	Display panel size: 15.6" diagonal HD display	
1.13	Webcam integrated	
1.14	Power Adapter: British 3 pin plug	
1.15	Warranty: 3 years	
1.16	OS: Windows 11 Pro	
1.17	Carrying bag	
1.18	Bidders must submit the Manufacturers Authorisation Form (MAF)	
1.19	A Letter certifying that the bidder is an authorised reseller of the laptop proposed	

** Bidders to state whether they comply with the above requirements*

Other Terms:

- (i) Bidders to provide detailed specifications of the laptop proposed with the above minimum specifications
- (ii) Delivery period: Ex-stock Within six weeks as from placement of order
- (iii) **Bidder are requested to quote for a lot of AC to DC power adaptors (as spare) for the model of the laptops being proposed.**