TENDER NOTICE

TITLE: FRAMEWORK TENDER FOR SUPPLY OF IT EQUIPMENT

1. Introduction:

SAGER GANZA MICROFINANCE PLC, is a licensed deposit taking microfinance institution incorporated since 2005 operating in Rwanda. SAGER GANZA MICROFINANCE PLC requires a reliable and efficient supplier of IT equipment to support its operations and ensure the delivery of high-quality services to its customers. This framework tender aims to establish a qualified supplier who can fulfill the Microfinance's requirements for the supply of IT equipment.

2. Purpose:

This document constitutes a framework tender for the supply of IT equipment for SAGER GANZA MICROFINANCE PLC. The purpose of this framework tender is to establish a contractual arrangement with a reputable supplier for the provision of IT equipment as and when required by the institution over a defined period.

3. Scope of Work:

Under this framework tender, the selected supplier will be responsible for providing various IT equipment, including but not limited to:

- Servers and racks
- Desktop computers
- Laptops
- Networking equipment including routers and switches
- Printers and multifunction devices for printing, scanning, and copying
- CCTV Cameras
- Money Counters
- Projectors
- Uninterruptible power supply (UPS) systems
- Security software including antivirus, encryption, and threat detection/prevention
- Barcode scanners and POS terminals for transactions
- Biometric authentication devices

- Video conferencing equipment
- Cooling systems
- Peripherals and accessories

4. Technical Specifications:

The technical specifications for the IT equipment necessary for the institution will be determined based on the specific needs of the equipment to be provided.

The technical specifications sample document for the IT Equipment to be delivered is included in **Annex_1**, which is attached to this document.

5. Duration of Framework Agreement:

The framework agreement shall be effective for a period of one year from the date of signing, with an option for renewal subject to mutual agreement between the Microfinance and the supplier.

6. Suppliers Qualifications:

Interested suppliers must meet the following qualifications:

- Possession of a copy of a valid RDB Registration Certificate
- A copy of a valid Tax Clearance Certificate issued by the Rwanda Revenue Authority.
- Trade License authorizing the supplier to conduct business activities in Rwanda.
- Demonstrated experience in supplying IT equipment to organizations of similar size and complexity.
- Capability to provide timely delivery and after-sales support.
- Financial stability and ability to fulfill the requirements of the framework agreement.

7. Tender Submission:

Interested suppliers are required to submit their proposals to SAGER GANZA MICROFINANCE PLC via email at: **info@sagerganza.co.rw** by no later than **10:00 am** (local time) on **May 06th, 2024.**

Proposals should include:

- Company profile, including relevant experience, certifications, and references.
- Price Quotation detailing the prices of the IT Equipment highlighted in the Technical Specifications Sample document.
- Proposed delivery timelines and terms of payment.
- Any additional information deemed relevant by the supplier.

9. Evaluation Criteria:

Proposals will be evaluated based on the following criteria:

- Compliance with technical specifications and requirements.

- Price competitiveness and value for money.
- Supplier qualifications and experience.
- Ability to meet delivery timelines and provide after-sales support.

10. Confidentiality:

All information provided by suppliers in response to this framework tender will be treated as confidential by the institution.

11. Contact Information:

For inquiries and clarification regarding this framework tender, please contact:

Names: Egide MUSANGANTWALI

Email: m.egide@sagerganza.co.rw

Phone Number: 0788466275

Done at Kigali, On 22 April, 2024.

Christian M. KAMARI

Chief Executive Officer

Annex 1

Technical Specifications Sample document

No	Product	Specifications
1	Hp Desktop Computer	- Processor: intel core i3 - Ram: 4 GB - Storage: 1 TB HDD - USB Keyboard & Mouse - Screen Size: 18.5" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus
2	Hp Desktop Computer	- Processor: intel core i5 - Ram: 8GB - Storage: 1TB HDD - USB Keyboard & Mouse - Screen Size: 18.5" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus
3	Hp Desktop Computer	- Processor: intel core i7 - Ram: 8 GB - Storage: 1 TB HDD - USB Keyboard & Mouse - Screen Size: 18.5" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus
4	Hp 250 Laptop Computer	- Processor: intel core i3 - Ram: 4 GB - Storage: 256 GB SDD - Screen Size: 15.6" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus - Laptop Bag
5	Hp 250 Laptop Computer	- Processor: intel core i5 - Ram: 8 GB - Storage: 512 GB SDD - Screen Size: 15.6" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus - Laptop Bag
6	Hp Pro-book Laptop Computer	- Processor: intel core i5 - Ram: 8 GB - Storage: 512 GB SDD - Screen Size: 15.6" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus - Laptop Bag
7	Hp Pro-book Laptop Computer	- Processor: intel core i7 - Ram: 8 GB - Storage: 512 GB SDD - Screen Size: 15.6"

		- Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus - Laptop Bag
8	Hp 15 Laptop Computer	- Processor: intel core i7 - Ram: 8 GB - Storage: 512 GB SDD - Screen Size: 15.6" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus - Laptop Bag
9	Hp Envy Laptop Computer	- Processor: intel core i7 - Ram: 16 GB - Storage: 512 GB SDD - Screen Size: 13.3" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus - Laptop Bag
10	HP EliteBook Laptop Computer	- Processor: Intel Core i7 - Ram: 16 GB - Storage: 512 GB SSD - Screen Size: 14" - Operating System: Windows 11 Genuine 64 Bit Pro - Microsoft Office 2021 Genuine - Kaspersky Antivirus - Laptop Bag
11	Epson Printer	- Brand: Epson - Model: L3210 - Category: Home, Office - All-in-One Functions: Print, Scan, Copy - Ink Technology: Dye Ink - Number of colours: 4 Colours

12	Canon image RUNNER 2224N	- Core Functions: Print, Scan, Copy
		- Interface Connection:
		  • Ethernet 10 base-T/100 base-TX/1000 base-T
		  • Wireless LAN (IEEE 802.11 b/g/n)
		  • Standard: USB 2.0 (Device) x1
		- Print Speed:
		  • 1-sided: Up to 24 pages per minute
		  • 2-sided: Up to 16 pages per minute

13	Ricoh Printer M2700	- Core Functions: Print, Scan, Copy
		- Interface Connection:
		  • Ethernet 10 base-T/100 base-TX/1000 base-T
		  • Wireless LAN (IEEE 802.11 a/b/g/n/ac)
		  • USB2.0 Type B Network interface
		- Print Speed:
		  • One-sided: 27 pages per minute
		  • Two-sided: 19 pages per minute

14	Epson projector EB-E01	- Brand: Epson - Special Feature: 3300 Lumens in Colour Brightness & White Brightness), Speakers - Connectivity Technology: VGA, USB, HDMI - Lamp Life: 12000 HRS (Eco Mode)

15	CCTV Cameras	- Brand: Dahua - Model: 4MP Dahua IP Camera - Resolution: 4 Megapixel - Streaming Capability: 2 Streams
16	CCTV Cameras	- Brand: HIK Vision - Model: 4MP Dahua IP Camera - Resolution: 4 Megapixel - Streaming Capability: 2 Streams
17	Money Counter	- Brand: Nigachi - Model: NC-75 - Counting Speed: ≥ 1000 pcs/min - Capable of automatic authentication using UV (ultraviolet) and MG (magnetic) sensors while counting. - Equipped with side screen display and dust filter (top).
18	Rack Gigabit Rackmount Switch	- Model: TL-SG1024 - Port Configuration: 24 10/100/1000Mbps RJ45 ports
19	UPS	- Brand: APC - Capacity: 700 VA – 1500 VA
20	HPE ProLiant DL380 Gen10 Server	- Processor: 2 * Intel Xeon Gold - RAM: 128 GB - HDD: 6 * 1.2 TB - Network: 4 ports - Power: 2 blocks
21	19-Inch Server Rack	- Type: Standard Cabinet - Usage: Network Integration System - Installation: Vertical - Fan Number: 2 to 6 PCS Fans - Capacity: 18u-47u
22	Linksys EA6900 Router	- Dual-band wireless router with draft 11ac - 1300 + 600 nominal speed rating - 2x Broadcom BCM4360 RF tansceivers - 128 MB flash, 256 MB RAM - 1 x gigabit WAN, 4 x gigabit LAN
23	MikroTik Router	- Producer: MikroTik - Series: RouterBOARD - Model: RB2011UiAS-2HnD-IN - Memory: 128MB DDR2 - External Antennas: 2 antennas (Fixed + Non-removable) - Firewall: NAT (Network Address Translation), Email Attack Alerts, Parental Controls, IP Filtering, Port Number Filtering - Secure VPN protocols: PPTP, PPPoE, L2TP, IPSec