



Securities and Exchange Commission of Pakistan

63-NIC Building, Blue Area, Islamabad

(Support Services Division)

(Administration Department)

Subject: Request for Quotation - Procurement of Laptop.

The Commission intends to purchase Laptop (Qty = 03) as per specifications and technical evaluation criteria on **Annex "A"**.

Terms & Conditions

- **Price** must be inclusive of all taxes applicable by Govt. of Pakistan.
- **Delivery** time within one to two weeks of receiving of P.O. The laptops shall be delivered and installed at SECP Head Office in Islamabad.
- **Quotation Validity** Minimum 30 days from quoted date.
- **Quotation Submission deadline: as per SECP website.**
- Quotation found in compliance with the MUST requirements and offering lowest cost shall be selected.

If you are interested, you may submit sealed quotation for the above item/services to the undersigned within the specified period, at the following address:

SECP, 4th floor, 63-NIC Building, Jinnah Avenue, Blue Area, Islamabad.

OR

email at ubaidullah.khalid@secp.gov.pk

With best regards,

M. Ubaidullah Khalid
Deputy Director (Admin)

TERMS OF REFERENCE FOR LAPTOPS (QTY=03)**TECHNICAL SPECIFICATIONS**

| SR | ATTRIBUTE | SPECIFICATION |
|-----|--------------------------|---|
| 1. | Operating System | Windows 10 Professional 64 Bit, English (Preinstalled + Media included with latest version and build) |
| 2. | Laptop Series | Business/ Professional |
| 3. | Form Factor | Traditional |
| 4. | Processor Specifications | Latest Generation Core i5, Minimum 4C/8T/6MB, 1.6GHz Base up to 3.0GHz Turbo |
| 5. | Memory | Single DIMM 8GB DDR4 latest specs/ speed Upgradable to 16GB |
| 6. | Hard Disk | 240GB Internal SSD |
| 7. | Display | 14 inch, Full HD (1920x1080) |
| 8. | Graphics | Integrated |
| 9. | Wireless | 802.11ac |
| 10. | Sound | Integrated, 3.5 mm audio jack |
| 11. | Camera | Integrated HD |
| 12. | Keyboard | Universal English, LED backlit, Spill resistant |
| 13. | Finger Print Reader | Integrated |
| 14. | Interfaces | Minimum 1x USB3.1, 2x USB3.0, HDMI port, VGA port, Integrated GbE |
| 15. | Battery | Long Life |
| 16. | Carrying Case | Included (Genuine/ Branded) |
| 17. | Delivery | 01 – 02 Weeks in ISB |
| 18. | Warranty | 01 year standard onsite |

TECHNICAL EVALUATION CRITERIA

| SR. | ATTRIBUTE | REQUIREMENT | WEIGHTAGE |
|-----|--------------------------|---|-------------|
| 1. | Partnership Level | Authorized partner (Principal Letter/ Certificate) | MUST |
| 2. | Geographical Coverage | Islamabad | MUST |
| 3. | Operating System | Windows 10 Professional 64 Bit, English (Preinstalled + Media included with latest version and build) | MUST |
| 4. | Laptop Series | Business/ Professional | MUST |
| 5. | Form Factor | Traditional | MUST |
| 6. | Generation | Latest | MUST |
| 7. | Processor Specifications | Core i5, Minimum 4C/8T/6MB, 1.6GHz base up to 3.0GHz Turbo | MUST |
| 8. | Memory | Single DIMM 8GB DDR4 latest specs/ speed Upgradable to 16GB | MUST |
| 9. | Hard Disk | 240GB Internal SSD | MUST |
| 10. | Display | 14 inch, Full HD (1920x1080) | MUST |
| 11. | Graphics | Integrated | MUST |
| 12. | Wireless | 802.11ac | MUST |
| 13. | Sound | Integrated, 3.5 mm audio jack | MUST |
| 14. | Camera | Integrated HD | MUST |
| 15. | Keyboard | Universal English, LED backlit, Spill resistant | MUST |
| 16. | Finger Print Reader | Integrated | MUST |
| 17. | Interfaces/Ports | Minimum 1x USB3.1 ports, 2x USB3.0, HDMI port, VGA port, Integrated GbE | MUST |
| 18. | Battery | Long Life | MUST |
| 19. | Carrying Case | Included (Genuine/ Branded) | MUST |
| 20. | Warranty | 01 year standard onsite | MUST |