Embassy of the United States of America

GSO/Procurement
December 17, 2018

ATTN: Prospective Quoters
Subject: Request for Quotations number **PR7925399**

US Embassy Tirana is seeking quotes for the below items:

No.	Description	Quantity
1	Printer/Scanner/copier 40 FPM format A4; 768 MB; 500 paper, 50 paper ADF; 1200X1200/2400X1200; USB, Ethernet, Wi-Fi; monthly volume 50,000 pages	1
2	Laptop computer, business class ultrabook type 8th Gen. Core i3 ultra-low voltage processor (or better) At least 8GB DDR4 SDRAM Solid State Drive (SSD), least 220GB 14" anti-glare LED-backlit LCD screen Screen size between 13.3" and 14.4" Screen resolution at least 1920x1080 HDMI or Display Port; At least one USB3 port; WLAN network interface 802.11g/n/ac compliant; Bluetooth; Multi-Touch Touchpad Keyboard: Backlit, UK or UK International layout (QWERTY, inverted L Enter key) SD card slot; Microphone; Stereo loudspeakers; Built-in HD webcam Battery: at least 45WHr Weight: not more than 1.6kg AC adaptor Microsoft Windows 10 Professional OEM license Carry case ***The manufacturer of this Item must hold ISO 9001 certificate covering design, development and manufacturing of IT equipment***	13

All interested bidders can submit their quote to the following e-mail: ProcurementTirana@state.gov
Please provide your quote in Albanian Lek and specify if any taxes are applicable.
Please include data sheet of the items quoted and specify warranty terms.
Deadline for submission of quotes: December 28, 2018 at 10.00 hrs.

The U.S. Government intends to award a contract/purchase order to the responsible company submitting an acceptable quotation at the lowest price. We intend to award a contract/purchase order based on initial quotations, without holding discussions, although we may hold discussions with companies in the competitive range if there is a need to do so.

Sincerely,

Sally Lewis
Contracting Officer