



TERMS OF REFERENCE

REQUEST FOR PROPOSALS TO SUPPLY TWO TOWER DESKTOP COMPUTERS TO THE TRADE AND DEVELOPMENT BANK

Background

Established in 1985, the Eastern and Southern African Trade and Development Bank (TDB) is a multilateral, treaty-based development financial institution, with assets of close to US\$ 5.6 billion. The Bank's mandate is to finance and foster trade, regional economic integration and sustainable development through trade finance, project and infrastructure finance, asset management and business advisory services.

TDB has 37 shareholders, including 22 African Member States, 2 non-regional member countries, and institutional investors including the African Development Bank, People's Bank of China, OFID of OPEC, BADEA, as well as several pension funds, and insurance companies.

Over the past 6 years, the Bank has enjoyed several rating upgrades, its capital and funding have increased by over 400%, and because of its work, over 1.1 million jobs have been created. The Bank is now investment grade-rated and one of the leading financial institutions in the region.

General Objectives

The Bank would like to procure 2 **TOWER DESKTOP COMPUTERS (Preferable Lenovo or HP) with the specifications indicated in the table below (next page).**

PROPOSALS:

The proposals should be in the format below:

Description	Quantity	Unit price	Total
Desktop Tower (CPU) Intel® Core™ i7 Processor 16GB DDR4, 1TB 7200 RPM DVD+/-RW Drive Intel® Integrated Graphics W10p64bit (HP or Lenovo)	2		
		VAT (16%)	
		TOTAL	
Delivery period			
Warranty			
Specific Model proposed (Part no.)			

Bidders are also required to provide the following documents and complete the table below:

No	Document Required	Provided (YES/NO)
1	Certified copy of the Memorandum & Articles of Association OR equivalent document in country of registration.	
2	Certified copy of the Certificate of Incorporation Or equivalent document in the country of registration.	
3	List of all Shareholders and Ultimate Beneficial Owners	
4	Certified passport copies of Individual Shareholders, and /or Ultimate Beneficial Owners	
5	Operating license in the country of registration	
6	Tax Compliance Certificate	
7	Authorization Reseller certificate for the specific model/brand	
8	Company Profile	

Interested Vendors are requested to submit their proposals through e-mail to procurement@tdbgroup.org by 5:30pm on Friday 30th September 2022 indicating the subject as: " **SUPPLY OF TOWER DESKTOP COMPUTERS**".

All inquiries should be sent in writing to: rfpenquiries@tdbgroup.org



Disclaimer: Disclaimers: TDB Group reserves the right to independently verify submitted documents, listed clients and similar works. TDB Group is not obliged to give reason for not selecting any persons/ firm. TDB Group reserves the right to discontinue this process without reference to any entity.
