



Beirut, December 11th, 2023

Public Announcement: Call for Tender – Request For Quotations for 86 Laptops

Call for Tender Deadline: December 18, 2023 at 12 p.m.

Teach For Lebanon is pleased to announce its call for tender for a request for quotation for 86 laptops. We are inviting proposals from experienced and qualified service providers to support our organization in enhancing technical capabilities and serving our 70-80 teachers and 8-10 staff members more effectively.

Would you please send us a quotation regarding the following items?

Item Requested	Description	Quantity
Laptop	At least Core i5, 8 GB RAM and 256 SSD	86
Laptop Bags	Good quality	86

Cost Consideration:

The method of payment that TFL usually adopts is a bank transfer after the delivery of the laptops.

Submission Details:

Interested suppliers are invited to submit their detailed quotations with the key features aforementioned in word or pdf format by December 18, 2023 at 12 pm. The quotations should answer the following questions along with the price and method of payment:

1. Do you have the quantity of 86 laptops in your stock? 86 bags?
2. If your quotation was accepted, when do you expect to deliver the 86 laptops? 86 bags?
3. The method of payment is through a bank transfer through Bank Audi. TFL will pay the full amount in fresh dollars from Bank Audi. Does your organization accept this method of payment? Do you have a fresh bank account at Bank Audi? If not please state the name of your bank.
4. In case we accept your quotation, we want you to deliver the 86 laptops to the Teach For Lebanon office in Achrafieh by Saturday, December 23, 2023. Can you deliver the laptops and bags free of charge to Achrafieh? If not, please include all costs transparently in the quotation.
5. Do you have a hotline number or a specific team responsible for the maintenance of the laptops?
6. What does the warranty cover and include?
7. Would you please send the quotation and answer the above questions by Monday, December 18, 2023, 12 pm?



Please make sure that the quotation includes:

- Official offers in the proper header and footer format
- Mention the contact information of your company
- MOF and TX ID numbers of your company
- Offer validity time

Inquiries:

Please do not hesitate to contact George.saliba@teachforlebanon.org incase you have any questions.

Finalized proposals should be sent to George.saliba@teachforlebanon.org

Teach For Lebanon is committed to fostering an open and transparent process. We appreciate your interest and look forward to receiving your quotations.