

PALLADIUM

make it possible

LAFIYA (UK SUPPORT FOR HEALTH IN NIGERIA) PROGRAMME

REQUEST FOR QUOTATION

Palladium is a global leader in the design, development, and delivery of Positive Impact – the intentional creation of enduring social and economic value. We work with governments, businesses, and investors to solve the world’s most pressing challenges. With a team of more than 3,000 employees operating in over 90 countries and a global network of over 35,000 experts, we help improve economies, societies and, most importantly, people’s lives.

Equity, Diversity & Inclusion – Palladium is committed to embedding equity, diversity, and inclusion into everything we do. We welcome quotations from all sections of society and actively encourage diversity to drive innovation, creativity, success, and good practice. We positively welcome and seek to ensure we achieve diversity in our supplier base; and that all interested bidders receive equal and fair treatment regardless of their background or personal characteristics. These include: (but are not limited to) socio-economic background age, race, gender identity and expression, religion, ethnicity, sexual orientation, disability, nationality, veteran, marital or Indigenous status.

Safeguarding – We define Safeguarding as “the preventative action taken by Palladium to protect our people, clients and the communities we work with from harm’. We are committed to ensuring that all children and adults who come into contact with Palladium are treated with respect and are free from abuse. All potential supplier will be subject to an enhanced selection process including safeguarding-focused rigorous due diligence checks.

The LAFIYA programme is a 7-year FCDO-Funded programme from February 2020 to February 2027 being implemented by Palladium. The UK Support to Health transformation in Nigeria through the Lafiya Programme is a flexible, demand-led strategic partnership with the Nigerian Federal and targeted State governments designed to address equity, improve and sustain health outcomes for the most vulnerable States with the worst health

statistics.

The objectives of the are:

- (i) substantially increased health financing;
- (ii) improved coverage of integrated essential health services and health emergency preparedness; and (iii) improved access to sexual and reproductive health services.

The UK Support to Health transformation in Nigeria through the Lafiya Programme is a flexible, demand-led strategic partnership with the Nigerian Federal and targeted State governments designed to address equity, improve, and sustain health outcomes for the most vulnerable States with the worst health statistics. The programme is operated at the Federal level; and geographically in five states – Borno Jigawa, Kaduna, Kano and Yobe.

REQUEST FOR QUOTATION: SUPPLY OF LAPTOPS

As the delivery contractor for the project, Palladium extends an invitation for you to submit a quote for the listed Goods. Please ensure that your quote remains valid for the specified validity period. Details for Submission;

Submit soft copies only of the following documents to the email address below:

- (1) Request for Quotation cover letter on your company's letter head.
- (2) Company/Business profile
- (3) Evidence of Corporate Registration/incorporation with CAC
- (4) Evidence of Tax Registration accompanied with 2021 tax clearance certificate.
- (5) Evidence of Professional Indemnity
- (6) Latest audited business report (if applicable)

(7) List of key clients

(8) Reference from 2 of your standing clients

procurement.lafiya@thepalladiumgroup.com

Closing date (and time) for submission of quotations is **November 21, 2023 (17:00hours)**

Please forward your quote in accordance with the above Details for Submission by the closing Date and Time.

Your Quote will be valid for 30 days from closing date of submission.

Specification	Quantity
Dell Laptop Computers/Model - Latitude 7400 with Accessories - (Knapsack padded bag) - 10	
<ul style="list-style-type: none">Windows 10 Pro 1903 or higher8th Gen Intel Core i5/i7 vPro processor (Quote for both processors)8GB RAM /16GB RAM (Quote for both RAM sizes)256GB SSD14.0" FHD (1920 x 1080) AG, Touch, 6.0mm IR Cam/MicTouch Fingerprint Reader in Power Button, FIPS 201 Contacted Smartcard reader.60 watt-hour, 4 cell, SMP Battery65W AC Adapter, 7.4mm BarrelIntel® Dual Band Wireless AC 9560 (802.11ac) 2x2 + Bluetooth 5.03Yr ProSupportPower User- (Finance, Statisticians)Ultra-PortableWindows AutoPilot Generic ImageAzure Tenant ID: e7942974-9738-4a4a-b646-2ab90f79db0fDomain: grmfutures.onmicrosoft.com	10

If your quote is successful, you will be required to comply with the Company's policies,

including (without limitation) its Business Partner Code of Conduct and any relevant Project Manual. Potential suppliers must also comply with the Compass Business Partner Code of Conduct in the submission of any quotes pursuant to this RFQ

(1) Quote Conditions

By submitting a quote, potential suppliers are bound by these terms and conditions. Potential suppliers must submit offers with all details provided in English and with prices quoted in a single currency.

(2) Quote Lodgement

The Company may grant extensions to the Closing Time at its discretion. The Company will not consider any quotes received after the Closing Time specified in the RFQ unless the Company determines to do so otherwise at its sole discretion.

(3) Evaluation

The Company may review all quotes to confirm compliance with this RFQ and to determine the best quote in the circumstances.

(4) Alterations

The Company may decline to consider a quote in which there are alterations, erasures, illegibility, ambiguity, or incomplete details.

(5) The Company's Rights

The Company may, at its discretion, discontinue the RFQ; decline to accept any quote; terminate, extend or vary its selection process; decline to issue any contract; seek information or negotiate with any potential supplier that has not been invited to submit a Quote; satisfy its requirement separately from the RFQ process; terminate negotiations at any time and commence negotiations with any other potential supplier; evaluate quotes as the Company sees appropriate (inducting with reference to information provided by the

prospective supplier or from a third party); and negotiate with any one or more potential suppliers.

(6) Amendments and Queries

The Company may amend or clarify any aspect of the RFQ prior to the RFQ Closing Time by issuing an amendment to the RFQ in the same manner as the original RFQ was distributed. Such amendments or clarifications will, as far as is practicable be issued simultaneously to all parties. Any queries regarding this RFQ should be directed to the Contact Person identified on the cover page of this RFQ.

(7) Clarification

The Company may, at any time prior to execution of a contract, seek clarification or additional information from, and enter into discussions and negotiations with, any or all potential suppliers in relation to their quotes. In doing so, the Company will not allow any potential supplier to substantially tailor or amend their quote.

(8) Confidentiality

In their quote, potential suppliers must identify any aspects of their quote that they consider should be kept confidential, with reasons. Potential suppliers should note that the Company will only agree to treat information as confidential in cases that it considers appropriate. In the absence of such an agreement, potential suppliers acknowledge that the Company has the right to disclose the information contained in their quote. The potential supplier acknowledges that in the course of this RFQ, it may become acquainted with or have access to the Company's Confidential Information (including the existence and terms of this RFQ). It agrees to maintain the confidence of the Confidential Information and to prevent its unauthorised disclosure to any other person. If the potential supplier is required to disclose Confidential Information due to a relevant law or legal proceedings, it will provide reasonable notice of such disclosure to the Company. The parties agree that this obligation applies during the RFQ and after the completion of the process.

(9) Alternatives

Potential suppliers may submit quotes for alternative methods of addressing the Company's requirement described in the RFQ where the option to do so was stated in the RFQ or agreed in writing with the Company prior to the RFQ Closing Time. Potential suppliers are responsible for providing a sufficient level of detail about the alternative solution to enable its evaluation.

(10) Reference Material

If the RFQ references any other materials including, but not limited to, reports, plans, drawings, samples or other reference material, the potential supplier is responsible for obtaining the referenced material and considering it in framing their quote. And provide it to the Company upon request.

(11) Price

Basis Prices quoted must be provided as a fixed maximum price and show the tax exclusive price, the tax component and the tax inclusive price. The contract price, which must include any and all taxes, supplier charges and costs, will be the maximum price payable by the Company for the Goods and/or Services.

(12) Financial information

If requested by the Company, potential suppliers must be able to demonstrate their financial stability and ability to remain viable as a provider of the Goods and/or Services over the term of any agreement. If requested by the Company, the potential supplier must promptly provide the Company with such information or documentation as the Company reasonably requires in order to evaluate the potential supplier's financial stability.

(13) Referees

The Company reserves the right to contact the potential supplier's referees, or any other person, directly and without notifying the potential supplier.

(14) Conflict of Interest

Potential suppliers must notify the Company immediately if any actual, potential or perceived conflict of interest arises (a perceived conflict of interest is one in which a reasonable person would think that the person's judgement and/or actions are likely to be compromised, whether due to a financial or personal interest (including those of family members) in the procurement or the Company).

(15) Inconsistencies

If there is inconsistency between any of the parts of the RFQ the following order of precedence shall apply: