

## INVITATION TO TENDER (ITT)

**Procuring Entity:** CAMFED Zambia

**Tender Name:** Supply and Delivery of Laptops and Tablets

**Tender Reference:** CAMZ/IT-EQUIP/2026/001

**Deadline:** 27<sup>th</sup> May 2026 at 16:30 CAT

**CAMFED Zambia** invites sealed bids from eligible suppliers for the **Supply and Delivery of 697 Laptops and 471 Samsung Tablets**. Bids must be submitted in sealed envelopes to Plot 10433, Chisekela Road, Longacres, Lusaka, clearly labelled by **27<sup>th</sup> May 2026** with technical specifications and eligibility criteria (tax compliance, experience) are required.

### 1. Description of Requirement

CAMFED Zambia invites qualified bidders to submit proposals for the supply and delivery of the following IT equipment:

- **Lot 1:** 697 laptops with the following specifications:
  - Brand: HP
  - Operating System: Windows 11 Pro (Home version)
  - RAM: 16 GB
  - Storage: 512 GB SSD
  - Display: 15.6 inches
  - Processor: Intel Core i5/i7
- **Lot 2:** 471 Samsung tablets with the following specifications:
  - Display: 8.7–9 inches
  - Internal Storage: 128 GB
  - RAM: 8 GB
  - Operating System: Android10, LTE enabled
  - Accessories: Charger, screen protector and cover

### 2. Eligibility Criteria

Interested bidders must submit the following documentation:

- Valid Company Registration Certificate (PACRA).
- Valid Tax Clearance Certificate (ZRA).
- Manufacturer authorisation letter or proof of authorised distributorship – if applicable.
- Proof of experience in similar supply contracts (at least 3 years).
- Detailed technical specification sheet - outlining the product's precise characteristics, dimensions, performance data and functionality.

### 3. Submission procedure

Sealed envelopes, clearly marked **"TENDER FOR SUPPLY OF LAPTOPS OR TENDER FOR SUPPLY OF TABLETS"** and the reference number, must be deposited in the tender box located at the CAMFED Zambia office address below or emailed to [procurement\\_zambia@camfed.org](mailto:procurement_zambia@camfed.org) no later than **27<sup>th</sup> May 2026 at 16:30**.

#### Physical Address:

CAMFED Zambia  
Plot 10433, Chisekela Road,  
Near ZPPA office,  
Longacres, Lusaka.

**Late bids will be rejected and not considered.**