



Permanent Mission of Italy  
UN - New York

## GUIDELINES FOR APPLICANTS

### CALL FOR PROPOSAL: SUPPLY OF TWENTY PERSONAL COMPUTER TO THE PERMANENT MISSION OF ITALY TO THE UNITED NATIONS

The Permanent Mission of Italy to the United Nations issues a call for proposals for the purchase of twenty personal computers.

#### **Subject**

Supply of twenty personal computers for office use.

#### **Requirements**

The preferred computer model is SFF or equivalent, equipped with an Intel I7/I5 13th generation processor, 16GB DRAM, Internal SSD drive MVMe 512GB, optical drive, a 24" or more adjustable monitor, and Windows Pro 10 or 11.

Internal speaker, wired keyboard and mouse shall be included.

Installation shall not be included.

#### **Warranty and Support**

At least one year.

Warranty must be provided by the manufacturer; third party warranty is not acceptable.

#### **Location and delivery of the equipment**

- The Permanent Mission of Italy (885 Second Avenue, One Dag Hammarskjold Plaza, 49th floor, New York, NY 10017)

#### **Recipients**

This call for proposals is open to suppliers with the technical expertise, financial capacity, and human resources to fulfill the requirements of the agreement.

#### **Insurance:**

General liability coverage and property coverage are required if required by the building

#### **Purpose**

This call for proposals is aimed at starting a constructive dialogue with interested companies. At this stage, proposals are not binding. Applicants do not qualify for preferred placement position in the adjudication process.

#### **Requirements**

As a guarantee of sound business practices, companies must include in the proposal the following information:

- Business license and permits
- Company profile
- Letters of references

**The proposal shall also indicate:**

- Warranty included for the equipment.
- Delivery time.

**Submission of the Proposal**

The proposal with the attached “form” must be submitted by email no later than September 8<sup>th</sup>, 2023, to the address [admin.italyun@esteri.it](mailto:admin.italyun@esteri.it) (subject: “*CALL FOR PROPOSAL OF TWENTY PERSONAL COMPUTER*”).