**ANNEX 1**

**TECHNICAL SPECIFICATIONS**

Revised version - 28.01.2025

**Supply of Project IT equipment**

***Sustainable Cities Phase 1 Project***

1. **Background information**

|  |  |
| --- | --- |
| Title of the mission | Supply of IT equipment for the Sustainable Cities Phase 1 project |
| Beneficiary | Expertise France |
| Country | Ghana |

1. **Context and need justification**

Expertise France is the French interministerial agency for international technical cooperation, and a subsidiary of Agence Française de Développement (AFD). The second largest agency in Europe, Expertise France designs and implements projects that sustainably strengthen public policies in developing and emerging countries. Expertise France operates in key areas of development - governance, security, climate, health, education – working alongside its partners to help achieve the Sustainable Development Goals (SDGs).

The **Sustainable Cities - Phase 1 project** is funded by the EU and implemented by Expertise France through the Ministry of Local Government, Decentralisation and Local Development (MLGDRD). The objective of the project is to enhance urban prosperity by supporting the development of sustainable and inclusive cities. More specifically, the project aims to support six cities of the northern part of Ghana – Tamale, Wa Bolgatanga, Yendi, Nalerigu and Bolgatanga - to advance sustainable urban development and address the specific challenges faced by cities in terms of spatial growth and climate change. The project also seeks to enhance urban governance and implementation of inclusive planning policies, increase the accessibility of urban services, and impulse green economic development and employment opportunities.

The subject of the proposed contract is the supply of IT equipment for the Sustainable Cities Phase 1 project offices of Accra and Tamale, as defined in the specifications (ref. ANNEX I) attached to the consultation file.

1. **Technical specifications**

**IT equipment and maintenance (local service provider)**

1. **Computer equipment**

|  |  |  |
| --- | --- | --- |
| **Computer equipment** | **Place of delivery / number of item** | **Quantity** |
| **COMPUTERS** |  |  |
| Office Computers-Laptops (HP 1040 G7 I7 or equivalent) | Accra : 4  Tamale : 4 | 8 |
| Desktop Computer (All In One HP 200G4 CI5 G12 8GB RAM 1TB/DOS/DVD-WR/21.5 Inches or equivalent) | Tamale: 1  Accra: 1 | 2 |
| Office Computers-Laptop (64 GB RAM, Intel i9, 13th edition, 1TB, SSD, Nvidia GeForce RTX 3060/3070, Full HD (1080p)) | Accra: 1 | 1 |
| Extended warranty 4 years for office computer |  | 10 |
| Docking station   * For Lenovo thinkpad: 4  For HP laptops (HP UNIVERSAL USB-C MULTI PORT HUB or equivalent) : 5 |  | 9 |
| Nylon carrying case with handles up to 14' |  | 11 |
| Keyboards (wireless – Logitech K360 or equivalent)   * 2 AZERTY * 10 QWERTY |  | 12 |
| Security cable for computer with a key |  | 12 |
| Screen Monitors (DELL P24422H 24’ or equivalent) |  | 12 |
| Wireless Mouse (HP dual mode black mouse 300 or equivalent) |  | 15 |
| Portable hard drive (2TB minimum) |  | 14 |
| Headsets (Jabra Evolve or equivalent) |  | 12 |
| HMDI cables (1.5 meters) |  | 14 |
| LASER PRINTERS / Scanner/photocopier – Multipurpose(HP LASERJET PRO MFP 4103FDW PRINTER or equivalent) |  | 2 |
| Extension warranty 4 years for printers |  | 2 |
| Toner cartridge black |  | 25 |
| Toner cartridge cyan |  | 25 |
| Toner cartridge yellow |  | 25 |
| Toner cartridge magenta |  | 25 |
| Power UPS (APC Back-UPS, 750VA, Tower, 230V, 4x IEC C13, AVR or equivalent) |  | 8 |
| Secured extension board (5 outlets) |  | 18 |
| **SOFTWARE** |  |  |
| MS Office 365 installer pack |  | 10 devices |
| Antivirus – Kaspersky – Premium Plan |  | 10 devices |
| **AUDIO-VIDEO CONFERENCE EQUIPMENT** |  |  |
| Wireless conference speaker (Logitech or equivalent) |  | 6 |
| Video projector (3,400-lumen) | Accra : 1  Tamale : 1 | 2 |
| Camera + sound bar (Meet-up system) | Accra : 1  Tamale : 1 | 2 |
| Conference room monitor (4k UHD – 50’) | Accra : 1  Tamale : 1 | 2 |
| Extension cable | Accra : 5  Tamale : 3 | 8 |
| **SMARTPHONES** |  |  |
| Smartphone Samsung A15 |  | 4 |
|  |  |  |

1. **Delivery, installation, maintenance / Troubleshooting**

A proposal is requested to perform the following missions:

* Ensure delivery of equipment to the project office location in Accra and Tamale
* Installation and commissioning of equipment in the project office locations in Accra and Tamale
* Provide after-sale service and technical support/advice to Expertise France staff in the use of equipment
* Propose a maintenance service and troubleshoot IT equipment

The service provider will present a Service Level Agreement (SLA) that outlines the service commitments and performance levels agreed upon, as well as the procedures for intervention, recovery, and maintenance.

1. **Calendar**

|  |  |
| --- | --- |
| **Activities** | **Tentative dates** |
| Consultation Launch | 10th February, 2025 |
| Receipt of offers - Submission of response files by service providers | 21th February, 2025 |
| Contract Award - Supplier Selection | 28th February, 2025 |
| Delivery and installation of equipment in Accra office | 14th March, 2025 |
| Delivery and installation of equipment in Tamale office | 14th March, 2025 |