



ORBIT

Organization for Relief & Betterment Initiating Trust
for every human

7th October, 2025

REQUEST FOR QUOTATION (RFQ)

Ref No: ORBIT/PROC/ICT/2025/10

Date of Issue: 7th October, 2025

Relief & Betterment Initiating Trust (ORBIT)

Easter Head Office, Gudele 2, Adjacent to JICA Water Point,

Gudele Hospital Road, Juba, South Sudan

Email: orbit.org@outlook.com

Tel: +211 920 606 080 / +211 917 465 555

REF: REQUEST FOR QUOTATION FOR SUPPLY AND INSTALLATION OF ICT EQUIPMENT

Relief & Betterment Initiating Trust (ORBIT) is a national non-governmental, non-profit organization committed to promoting humanitarian assistance, sustainable development, peacebuilding, and community resilience in South Sudan. In line with its 2025 institutional strengthening and digital transformation strategy, ORBIT invites eligible, reputable, and qualified suppliers to submit sealed quotations for the supply and installation of high-performance ICT equipment as detailed below.

I. LOT 1 – SUPPLY OF EVO EDITION THINKPAD X1 YOGA LAPTOPS (2 Pieces)

Each laptop must meet or exceed the following minimum technical specifications:

- CORE i7 11THGEN EVO EDITION PROCESSOR
- 32GB RAM (RARE IN X360)
- 512GB SSD NVMe
- 14inch DOLBY VISION WITH ULTRA SHARP LED
- FINGERPRINT + BACKLIT KEYBOARD



Installed with

- WIN 11 PRO ORIGINAL
- OFFICE 365PRO PLUS
- PDF EDITOR AND READER

•Software Requirement: KoboTool Software pre-installed, fully programmed, and tested for data collection readiness.

All laptops must be delivered, installed, and tested at ORBIT's Head Office in Gudele 2, Juba. Supplier must also provide a one-year warranty and user orientation upon delivery.

2. LOT II – SUPPLY OF MULTIFUNCTION COLOUR LASERJET PRINTERS (2 Pieces)

Model: HP Color LaserJet Pro M479FDW MFP or Equivalent.

Specifications must include:

- Print, Scan, Copy, and Fax functions
- Colour Laser Technology
- Print speed: up to 28 ppm (pages per minute)
- Automatic duplex printing
- Wireless, Ethernet, and USB connectivity
- 50-sheet Automatic Document Feeder (ADF)
- 250-sheet input tray
- 50,000-page monthly duty cycle minimum
- Energy Star certified
- One-year warranty with on-site technical support

Printers should be delivered and installed with all necessary accessories, drivers, toner cartridges, and cables.

3. LOT III – SUPPLY OF TABLETS (10 Pieces)

Each tablet must come with KoboTool software pre-installed and configured for immediate use. Minimum specifications:

- Processor: Octa-core (2.0 GHz or higher)
- RAM: 6 GB minimum
- Storage: 128 GB internal memory
- Display: 10-inch HD screen (1920×1080 resolution)



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- Battery: 6000 mAh or higher (minimum 10 hours runtime)
- Operating System: Android 12 or later
- Connectivity: Wi-Fi and 4G/LTE enabled
- Accessories: Protective case, charger, and screen guard
- Software: KoboTool software fully installed, tested, and user accounts configured for field data collection.

Suppliers must provide initial training on KoboTool usage and synchronization with ORBIT's central data server.

4. ELIGIBILITY CRITERIA

Interested suppliers must provide the following documents:

1. Valid company registration certificate from the Republic of South Sudan.
2. Valid tax identification and clearance certificate.
3. Company profile detailing relevant experience in ICT supply and installation.
4. Evidence of previous similar contracts (minimum of two) with NGOs or international organizations.
5. Delivery period and after-sales service plan.
6. Detailed quotation in South Sudanese Pounds (SSP) or United States Dollars (USD), inclusive of taxes and delivery costs.

5. DELIVERY LOCATION

All equipment shall be delivered, installed, and configured at:

Relief & Betterment Initiating Trust (ORBIT) – Head Office, Gudele 2, Adjacent to JICA Water Point, Juba, South Sudan.

6. SUBMISSION DEADLINE

Sealed quotations must be clearly marked:

“RFQ: Supply of Laptops, Printers, and Tablets – ORBIT/PROC/ICT/2025/10”

and submitted physically to ORBIT's Head Office Procurement Department or via email to: orbit.org@outlook.com no later than 17th October 2025, at 5:00 PM South Sudan local time.

Late submissions will not be accepted.

7. TERMS AND CONDITIONS

- ORBIT reserves the right to accept or reject any quotation, in whole or in part, without assigning any reason.




- Evaluation will be based on technical compliance, price competitiveness, delivery time, and supplier reliability.
- All equipment must be new, genuine, and covered by manufacturer's warranty.
- The winning supplier will be required to deliver, install, and configure all items within 14 working days from the date of Purchase Order.

For inquiries and clarification, contact through:

Procurement Department –Organisation for Relief & Betterment Initiating Trust (ORBIT)

Email: orbit.org@outlook.com | Tel: +211 920 606 080 / +211 917 465 555

“Promoting Humanitarian Relief and Disaster Head Office, Gudele 2, Adjacent to JICA Water Point, Gudele Hospital Road, Juba, South Sudan/Email: orbit.org@outlook.com Tel: +211 920 606 080 / +211 917 465 555

Humanitarian Relief and Sustainable Development in South Sudan.”

Thanks



Gat'Pany Wuay Kherjok Liep

Executive Director

ORBIT South Sudan