



## REQUEST FOR QUOTATIONS (RFQ)

### Procurement of 13x Tablets

#### REQUEST FOR QUOTATION (RFQ)

**RFQ Number:** HSPN/RFQ/2026/TB 000612

**Date Issued:** 08 June 2026

**Closing Date:** 12 June 2026

**Submission Email:** operations@hivspn.org

#### 1. INVITATION TO QUOTE

HIV Survivors & Partners Network (HSPN) invites qualified and reputable suppliers to submit quotations for the supply and delivery of Samsung Galaxy Tablets to support program implementation, data collection, monitoring and evaluation, and digital service delivery activities.

#### 2. REQUIREMENT

Suppliers are requested to provide quotations for the following:

Item Description	Quantity
Samsung Galaxy Tab A11 Tablet	13

#### 3. MINIMUM SPECIFICATIONS

##### *Samsung Galaxy Tab A11 Tablets (13 Units)*

The tablets should meet or exceed the following specifications:

- Samsung Galaxy Tab A11 or latest equivalent model
- Minimum 10-inch display
- Android Operating System (latest available version)
- Minimum 64GB internal storage
- Minimum 4GB RAM
- Wi-Fi connectivity
- Front and rear cameras
- Long-life rechargeable battery
- USB charging cable and adapter included
- Protective cover/case included
- Minimum one-year manufacturer warranty

## 5. EVALUATION CRITERIA

Quotations will be evaluated based on:

Criteria	Weighting
Compliance with Technical Specifications	40%
Cost Competitiveness	30%
Delivery Time	15%
Warranty and After-Sales Support	15%

## 6. DELIVERY REQUIREMENTS

The successful supplier shall:

- Provide all accessories and warranty documentation
- Ensure devices are new and unused
- Deliver within the agreed timeframe following receipt of a purchase order
- Replace any defective devices supplied

## 7. PRICE SCHEDULE

Item Description	Quantity	Unit Price (ZAR)	Total Price (ZAR)
Samsung Galaxy Tab A11 Tablet	13		
Delivery Costs (if applicable)	1		
<b>Subtotal</b>			
<b>VAT</b>			
<b>Grand Total</b>			

## 8. SUBMISSION OF QUOTATIONS

Suppliers should submit:

- Detailed quotation
- Product datasheets/specifications
- Delivery schedule
- Warranty details
- Company compliance documents

## 9. VALIDITY OF QUOTATIONS

Submitted quotations must remain valid for a minimum period of thirty (30) days from the closing date.

## 10. RESERVATION OF RIGHTS

HSPN reserves the right to:

- Accept or reject any quotation in whole or in part;
- Request clarification or additional information;
- Negotiate with one or more suppliers;
- Cancel the procurement process without obligation to award a contract.

All quotations must be submitted electronically no later than the closing date stated above.

Late submissions may not be considered.

## **11. RESERVATION OF RIGHTS**

HSPN reserves the right to:

- Accept or reject any quotation in whole or in part;
- Request additional information from bidders.
- Cancel this RFQ process without obligation to award a contract.

Quotations must be sent to [operations@hivspn.org](mailto:operations@hivspn.org)-

Subject line: **Procurement of Tablets Package-** HSPN/RFQ/2026/TB 000612

Deadline 12 June 2026 at 4:00 pm

No late submissions will be accepted