

Piraeus, 15.05.2024

## INVITATION FOR SUBMITTING OFFERS

Piraeus Port Authority S.A. is interested in proceeding with the procurement of twenty (20) full PC sets, in accordance with the attached technical specifications and tender terms, of budget 15.000 euros.

Award criterion shall be the lowest total price for the procurement of the twenty (20) PC sets, provided that all tender terms are met.

Interested parties are invited to submit their offer (alternative/second offers are excluded) until **Friday, 24<sup>th</sup> of May 2024 at 16:00**, by email to the following email address: [offersubmission@olp.gr](mailto:offersubmission@olp.gr).

Offer submission will be completely electronically through email as follows:

1. Each offer should consist of two (2) individual folders: **a.** the technical offer including any participating documentation needed according to tender terms and **b.** the financial offer which should be protected with separate/different passwords. The passwords will be sent to PPA separately at each evaluation stage of the tender to a specific e-mail which will be notified by the PPA to all participants.

The offers' files **only** (not the passwords) should be sent directly to Procurement Department by the candidates at the following e-mail: [offersubmission@olp.gr](mailto:offersubmission@olp.gr). before the tender's expiry deadline with the indication: "*Procurement of twenty (20) full PC sets*". The maximum acceptable size of each electronic offer should be 5-7 Mbytes, while the acceptable type of offers' compression is .zip (not .rar)

2. On the date and time of each evaluation stage (i.e. participating documentation – if applicable, technical evaluation, financial evaluation), the requested passwords **only** (different password for each stage) should be sent to the group email which will be notified by the PPA to all participants in due time with the indication: "*Procurement of twenty (20) full PC sets*"
3. Within the technical offer the following must be included:

- Full business profile (i.e. company profile presentation, company organization, size & capabilities, offered products, customers, previous collaborations etc.)
- Recent Economic Data proving financial adequacy (i.e. tax certificate, published financial statements etc.),
- Description of offered items, corresponding items' data sheets, prospectus etc.
- Relevant compliance (of the Candidate) with quality standards must be included.

Candidates also have to read carefully the attached Technical Description - Terms file, for more information regarding their technical offer's content.

Interested Parties may receive additional information or clarifications in relation to this Invitation for Submitting Offers, until ...3... days included, prior to the expiry of the time limit for offers submission, by submitting questions in writing to the Procurement Dpt via e-mail at [procurement@olp.gr](mailto:procurement@olp.gr).

For PPA S.A.  
DCEO

Panagiotis Tsonis

### Attached:

- Technical Description & Terms

α.α. (No)	Περιγραφή (Description)	μονάδα (unit)	ποσότητα (quantity)	τιμή μονάδας (Estimated unit value)	προϋπολογισμός (Estimated total value)
<b>1</b>	<b>PC SMALL FORM FACTOR (LENOVO/HP/DELL), with the following specifications:</b>	<b>sets</b>	<b>20</b>		
	PROCESSOR	i5			
	RAM	16 GB DDR4			
	SSD HARD DISK	>= 500GB NVMe			
	INTEGRATED GRAPHICS	YES			
	INTERNAL DVD WRITER	YES			
	USB >= 8 INCLUDING USB 3.2 >= 2	YES			
	USB TYPE C	>=1			
	HDMI	>=1			
	DISPLAY PORT	>=1			
	HEADSET PORT IN FRONT	YES			
	AUDIO OUT	YES			
	MIC	YES			
	LAN	YES			
	TPM 2.0	YES			
	WINDOWS 10 / 11 PRO	YES			
	KEYBOARD	YES			
	MOUSE	YES			
	WARRANTY 5 YEARS ON SITE	YES			
<b>2</b>	<b>MONITOR 24" (LENOVO/HP/DELL)</b>	<b>pieces</b>	<b>20</b>		
	DISPLAY PORT	1			
	HDMI	1			
	SPEAKERS	YES			
	HEIGHT ADJUSTABLE	YES			
	WARRANTY 3 YEARS	YES			
<b>3</b>	<b>5-SOCKET SURGE PROTECTOR WITH SAFETY BUTTON</b>	<b>pieces</b>	<b>20</b>		
		Total (Σύνολο) : €			
		Συν ΦΠΑ ( Plus VAT ) 24% : €			
		GRAND TOTAL : €			

**REMARKS:**

001. All PC sets and components will be delivered at Pier I, PPA S.A. - Container Terminal Department, in N. Iconio - Perama - 18863 (Administration Building - 3rd floor) and will be properly packaged. - Delivery Terms: DDP.
002. The winning bidder will be the one who offers the **lowest total price** for the procurement of all PC sets and components.
003. Offer Validity: 30 days
004. Payment will be completed within two months (60 days) upon invoicing & items delivery, provided that they are accepted by PPA S.A. competent body.
005. Equipment Delivery Time: Two (2) weeks