Tender Specification – ICT Equipment Procurement

# Council Name:

Hyndburn Borough Council, Omerod Street, Scaitcliffe House, Accrington, Lancashire, BB5 0PF

# Project Title:

Procurement of Laptops and ICT Accessories

# Date:

25 April 2025

# Specification:

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| Item | Quantity | Description |
| Laptops | 40 | Lenovo ThinkPad E16 Gen 2, Intel i5-1335U, 16GB RAM, 256GB SSD or higher |
| Docking Stations | 40 | Lenovo Universal Dock (Gen 3) |
| Monitors (23–24") | 74 | Lenovo Monitor with DisplayPort and HDMI |
| Monitors (27") | 6 | Lenovo 27" Monitor with DisplayPort and HDMI |
| Keyboard & Mouse Sets | 40 | Lenovo-branded, wired |
| Monitor Mounts | 40 | Dual monitor clamp mount with dual-arm capability |
| Premier Support | 40 | Lenovo 3-Year Premier Support – On-Site |
| Laptop Bags | 40 | Lenovo-branded bags compatible with E16 series |
| Headsets | 40 | 15x Single-ear, 25x Dual-ear, PC-compatible |

# Delivery Requirements:

- All equipment must be delivered to: Scaitcliffe House, Omerod Street, Accrington, Lancashire, BB5 0PF
- Delivery required within [e.g. 14–21 working days] from contract award
- Delivery must include an itemised delivery note

# Support & Warranty:

- All items must be genuine Lenovo products
- Laptops must include 3-Year Lenovo Premier On-Site Support
- Supplier must confirm all warranties and provide manufacturer authorisation if required

# Notes for Bidders:

- Any equivalents must be pre-approved by the council
- Bidders must provide itemised pricing, VAT, and total cost