



**EMBASSY OF GREECE  
CANBERRA**

9 Turrana Str., Yarralumla  
Canberra ACT  
2600 Australia  
Tel. +612 62710100  
Email: [gremb.can@mfa.gr](mailto:gremb.can@mfa.gr)

Canberra, 21 October 2024  
No. 410/21.10.2024

To the attention of: JB Hi-Fi Group Pty Ltd ([matthew.whyte@jbhifi.com.au](mailto:matthew.whyte@jbhifi.com.au))

**Subject:** Invitation to submit a quotation for purchase of four desktop PC's, four monitors, one laptop, one portable printer and nine accessories (keyboard and mouse)

The Embassy of Greece in Canberra taking into consideration: a) the provisions of the article 443 of the Organization of the Ministry of Foreign Affairs (Law 4781/2021) as amended by article 63 of Law 4811/2021 on expenditure incurred by the authorities of the foreign service and b) the provisions of the Joint Ministerial Decision APF771-57400/12-10-2022 has the intention to sign a contract to purchase four desktop PC's, four monitors, one laptop, one portable printer and nine accessories (4 keyboards and 5 mouse).

The Embassy invites the parties **that expressed interest during the consultations** to submit a relevant quotation in accordance with the specifications below.

To be evaluated the offer should include:

- 4 desktop PC's of the same assemble
- 4 monitors for desktop PC's
- 1 laptop
- 1 portable printer
- 4 keyboards and 5 mouse
- Description of the technical features for each item, according to the provided technical features table plus each item price
- Total sales price excluding GST
- Any delivery fees
- Total sales price including GST
- The period that the offer is valid

The criterion for selection is the submission of the lowest price offer. All quotations should be sent to the Embassy's e-mail ([gremb.can@mfa.gr](mailto:gremb.can@mfa.gr)) and must be received till October 29th, 2024 - closing of business.

Quotations from other companies that did not express interest during the consultations will not be considered.

**Technical specifications**

Type of computer	Desktop PC office use
Processor	>= Intel i5
Memory (RAM)	up to 16GB
Storage type and size	SSD 512GB

Operating system	Windows 11 Pro 64
Monitor type	Full HD
Display technology	LED
Screen Size (Class)	24"
Aspect Ratio	16:9
Resolution	1,920 x 1,080
Type of laptop	Portable including battery
Display	16"
Processor	>= Intel i5
Memory (RAM)	16GB
Storage type and size	SSD 512GB
Operating system	Windows 11 Pro 64
Printer type	Portable printer
Print technology	Inkjet
Paper size	A4
Connectivity, standard	USB



Ambassador  
*S. Venizelos*  
 Stavros Venizelos