

**NATIONAL TELECOMMUNICATIONS COMPANY
ENTEL SA**



TECHNICAL SPECIFICATIONS

**SIMPLE QUOTE N° 011/2025 "PROVISION OF
LAPTOP COMPUTERS"**

PART I

GENERAL INFORMATION TO BIDDERS

1. Purpose of the contract.

The purpose of this Simple Quote is the acquisition of laptop computers, including accessories, technical support, and warranty, as required in this document.

In order to facilitate the preparation, structuring, and presentation of your offer, the bidder is required to consider, review, and strictly comply with all the points described in the Technical Specifications and annexes in their entirety; otherwise, your offer will be rejected.

2. Process reference.

This process for the Procurement of Goods and/or the Contracting of Services must be coordinated with the Procurement Sub-Management. Once awarded, the process must be directly coordinated with the Mobile Access and Core Network Sub-Management, as the Requesting Unit responsible for monitoring and controlling the purchase order.

3. Of the impediments.

The following individuals or legal entities are prohibited from participating, directly or indirectly, in the Processes for the Acquisition of Goods and/or Contracting of Services:

- ENTEL SA Bidders who have:
 - Accounts payable to ENTEL SA
 - Observations on the quality of your products or services.
 - Administrative and/or judicial proceedings with ENTEL SA
- Bidders who are associated with consultants who have advised on the preparation of the content of the Terms of Reference, Basic Terms of Contract, Technical Specifications, Reference Document or Terms of Reference.
- Bidders who have declared their dissolution or bankruptcy.
- Former employees of ENTEL SA, dismissed up to two (2) years before the publication of the call, as well as the companies controlled by them.
- Bidders, owners, partners or legal representatives, who are disqualified at the time of the call, by ENTEL SA
- Bidders that ENTEL SA expressly declares impeded through the Shareholders' Meeting and/or the Board of Directors.

4. Reasons for disqualification.

- The Awarded Bidders that No have presented his legal documentation, or that the documents presented do not meet the characteristics required in the Award Letter, or have withdrawn from signing the Contract or Purchase Order, they will not be able to participate until one (1) year after the notification date.

- Selected Providers who reject the Service assignment will not be able to participate until one (1) year after the notification date.
- Suppliers or Contractors who have failed to comply with the Purchase Order or terminated the Contract for reasons attributable to them, may not participate until two (2) years after the date of the termination or breach.
- Suppliers or Contractors who have failed to comply with the guarantees of the Goods and/or Services provided, may not participate until two (2) years after the date of non-compliance.
- Suppliers whose owners, partners, or legal representatives have a direct, indirect, commercial, marital, or kinship relationship up to the second degree of consanguinity, affinity, or that derived from adoption ties, with other owners, partners, or legal representatives of other Bidding companies; and who submit their bids to the same Contracting Process, will be automatically disqualified and will not be able to participate until one (1) year after the notification date.
- Suppliers whose owners, partners, legal representatives or personnel of their company who have a direct, indirect, or commercial relationship with ENTEL SA personnel related to the Contracting Process, may not participate until one (1) year after the notification date.

All companies subsidiaries and controlled by ENTEL SA are exempt from the causes for disqualification established in the last point of this section.

5. Submission of bids.

Offers must be submitted only at the offices of ENTEL SA **Tower Building Reception, main entrance, Federico Zuazo Street No. 1771, Procurement Deputy Manager**, until today:

Date:	April 4, 2025
Hour:	12:00

If you send your offer by **Courier** Bidders must indicate to them that delivery must be made to the address indicated and clarify that this is an offer for the Procurement Sub-Management at the time of delivery.

Offers received at post offices or any other location, even if they are ENTEL SA premises, will not be accepted or considered (**as a file and correspondence**), different from the address indicated in the preceding paragraph and offers submitted after the deadline indicated by ENTEL SA will not be considered.

Under no circumstances will the Bidders send, through any means, additional documentation and information regarding the contracting process that has not been requested by ENTEL SA later on the date and time of official submission of bids, which will be grounds for disqualification of the bid.

When submitting their bid in a sealed envelope, the Bidder must register on the Bid Receipt Control Form, providing a photocopy of their valid ID card; otherwise, the bid will not be accepted.

Offers must be submitted according to the following instructions:

ENVELOPE "A" – TECHNICAL OFFER (Printed + Digital Copy).

ENVELOPE "B" – ECONOMIC OFFER (Printed + Copy (Editable Excel file))

The digital copy must be submitted in files that are not protected against reading or printing. If necessary, ENTEL SA may request information in editable templates from the Bidder, who is obligated to provide all the required information in a timely manner.

Each offer will be presented in a separate, sealed envelope or package; **Printed documents must be paginated and presented with the following inscription or label:**

<p style="text-align: center;">ENTEL SA</p> <p style="text-align: center;">SIMPLE QUOTE N° 011/2025 "PROVISION OF LAPTOP COMPUTERS"</p> <p>COMPANY NAME OF THE BIDDER or NAME ACCORDING TO SEPREC:</p> <p>NAME OF OWNER IF SOLE PROPERTY:</p> <p>CELL PHONE:</p> <p>.....</p> <p>OFFICIAL EMAIL.....</p> <p>CONTACT PERSON:</p> <p>ABOUT: "....."</p>

5.1 About "A": Must have registration "TECHNICAL OFFER" and include all the requirements requested in PART II (TECHNICAL INFORMATION); it must not contain total, partial, or reference prices of any kind. It must also not include more than one offer or solution other than the one requested by ENTEL SA. **All documentation submitted must be paginated, otherwise the offer will be disqualified.**

The Bidder must present in its technical offer (**About A**), the Declaration of Integrity provided by ENTEL SA, duly completed and signed by the Legal Representative of the Offering company, digital or scanned signatures will not be accepted. (**Annex No. 2**), otherwise the Bidder will be disqualified.

5.2 About "B": Must have registration "ECONOMIC OFFER" and present an overall summary and breakdown of items, if applicable, in

agreement with the technical offer and the **Annex No. 1**, in addition to indicating the final and total amounts in numerals and literals. **All documentation submitted must be paginated, otherwise the offer will be disqualified..**

You must not submit more than one Financial Offer or present financial options; failure to do so will result in the Bidder being disqualified.

All amounts in the contracting process must be expressed in Bolivianos and must include all legal taxes.

The Bidder may present any economic-financial considerations that it considers useful and appropriate for the evaluation of its offer.

If the arithmetic review of the initial economic proposal and the bids with price improvements reveals calculation errors, the bid will be disqualified. When the actual and literal amounts differ, the literal amount will be considered correct.

The omission of any item corresponding to the Economic Offer will result in the disqualification of the offer.

If necessary, ENTEL SA may request further price disaggregation from the Offeror, who is obligated to provide all required information in a timely manner.

5.3 Once the purchase order has been signed, the Procurement Sub-Management may request a breakdown of unit costs from the supplier according to the specifications of the Fixed Assets Area; therefore, the supplier is obligated to submit this information within a period of no more than fifteen (15) calendar days.

6. Opening of bids.

In a closed session, envelopes A and B will be opened under the conditions established in sections 5.1 and 5.2.

All bids submitted and opened will remain in the custody of ENTEL SA and cannot be returned.

7. Evaluation and qualification of offers (reserved session).

To carry out the technical and economic evaluations, ENTEL SA awards a weighting of sixty (60) and forty (40) points respectively.

8. Formalization (purchase order).

Once the award is accepted, the commercial relationship will be formalized with the corresponding signing of the Purchase Order (contractual document), for which the bidder must send ENTEL SA the requested documentation.

The bidder must adhere to the **General Conditions of Acquisition and/or Contracting** established in the Purchase Order prepared by ENTEL SA

9. Fines.

The Supplier shall be liable for any economic damages caused to ENTEL SA due to failure to meet established delivery deadlines or unauthorized actions by its personnel that go against the company's image, assets, personnel, and customers, as duly verified by the parties.

All fines applied by ENTEL SA will not exceed the maximum limit of 10% of the Total Gross Value (including VAT) of the Purchase Order.

Fines corresponding to delays in the total or partial delivery of contracted goods or services, which exceed the maximum permitted limit of fines, according to its interests, ENTEL SA may terminate the Purchase Order upon executive report from the Requesting Unit, a resolution that does not affect the execution of the corresponding contractual guarantees (considering that failure to meet delivery deadlines is not the only cause for termination).

The penalty applied is 0.5% per calendar day of the value of the good or service delivered to ENTEL SA late, either in whole or in part, and may be accumulated up to the maximum permitted limit. The Supplier's delays will be accounted for in calendar days from the expiration of the deadline established in the Purchase Order.

PART II

TECHNICAL INFORMATION

1. Conditions for the Submission of Technical Offers.

The bidder must review all instructions, forms, conditions, terms, and specifications listed or cited and respond starting with point 4 of this document. If the bidder fails to submit all or part of the required information or submits bids that do not comply in all respects with this document, it will be disqualified from the procurement process.

In ENTEL SA's requirements, the bidder must take into account the following references for the interpretation of the tables.

Criterion:

☒ : Required by ENTEL SA

The following conditions are mandatory:

CONDITIONS FOR THE SUBMISSION OF TECHNICAL OFFERS	
1.1	The technical offer submitted that responds to this Technical Specifications Document must be made ITEM by ITEM respecting the order of this document. It should begin with the words COMPLIES or DOES NOT COMPLY . In cases where "DOCUMENT AND REFERENCE" is required , the offer must have specific reference to some TECHNICAL DOCUMENT about the topic of the requirement, identifying the name of the document, page number and reference (URLs will not be accepted.) The Bidder must submit the relevant supporting technical documentation, such as manuals, catalogs, technical sheets, certificates, and other documents to support and verify the bid, along with the corresponding description. In cases where technical references are requested and the Bidder fails to provide them, the Bidder will be deemed to be in compliance.
1.2	ENTEL SA reserves the right to make the total award of the object of this document according to the best technical-economic solution and the interests of ENTEL SA
1.3	The official language for submitting bids is Spanish. All technical and supporting documentation must be submitted in Spanish.
1.4	The offer must guarantee that all goods offered comply with all recommendations, standards and regulations of national and international organizations recognized in the telecommunications area..
1.5	For the evaluation, ENTEL SA requests the Bidder to technical documentation It is delivered in one (1) printed copy (original) and one copy in electronic format (CD-ROM, DVD-ROM or Flash memory) with files not protected against reading or printing.
1.6	Do not include any reference price in the technical offer.

For the present Contracting process, ENTEL SA establishes that the award will be for all the goods, to the best technical-economic solution and to the interests of ENTEL SA

2. Form of qualification.

The grading method is related to strict compliance with the sections marked as MANDATORY, the grading will be COMPLIES or DOES NOT COMPLY.

The MEETS and DOES NOT MEET criteria are defined below:

COMPLIES. It defines that it fully satisfies the requested technical requirement, at the simple request of ENTEL SA and it is understood that it is included in the technical-economic offer of the OFFERER.

DOES NOT COMPLY. It defines that it does not partially or completely satisfy the requested technical requirement.

2.1 Mandatory criteria.

The MANDATORY criteria will be evaluated under the COMPLIES or DOES NOT COMPLY modality, with a weighting of one hundred percent (100%).

Bidders must meet all mandatory criteria; failure to meet any mandatory criteria will disqualify the Bidder from continuing in the process.

3. Requirements Summary

NO.	DESCRIPTION	AMOUNT	CHARACTERISTICS
1	PROVISION OF COMPUTERS LAPTOPS	10	Laptops that have: Core i7 Processor of 13 ^a Generation or higher, 32 GB RAM, minimum HD of 1 TB SSD or higher, minimum 15.6" to 16" screen, USB ports, HDMI port, Wireless connectivity, Network interface, Windows 11 Pro operating system in Spanish, Accessories, Technical support and Warranty, among others.

4. General and specific technical characteristics.

4.1 General Technical Characteristics

REQUIREMENT OF ENTEL SA			ANSWER	
GENERAL TECHNICAL CHARACTERISTICS		CRITERION	MANDATORY COMPLETION BY THE OFFEROR	
No.	DESCRIPTION	MANDATORY	Complies / No fulfills	DOCUMENT , PAGE, REFERENCE
1	The bidder must provide 13" Core i7 Laptops ^a Generation or Higher	<input checked="" type="checkbox"/>		
2	ISO Certified: The bidder must present valid ISO 9001 and 14001 certificates for the brand offered, which must be attached to the technical offer (envelope "A").	<input checked="" type="checkbox"/>		
3	Technical Support: The brand offered must have Technical Support in the department of La Paz. The equipment must be business-oriented.	<input checked="" type="checkbox"/>		

4.2 Specific Technical Features

REQUIREMENT OF ENTEL SA			ANSWER	
SPECIFIC TECHNICAL CHARACTERISTICS		CRITERION	MANDATORY COMPLETION BY THE OFFEROR	
No.	DESCRIPTION	MANDATORY	Complies / No fulfills	DOCUMENT , PAGE, REFERENCE
1	MINIMUM REQUIRED PROCESSOR: 13th Generation Core i7 Processor or Higher	<input checked="" type="checkbox"/>		
2	Maximum Processor Speed: Up to 5 GHz, 12 MB Cache or Higher	<input checked="" type="checkbox"/>		
3	Minimum RAM: 32 GB or higher.	<input checked="" type="checkbox"/>		
4	Hard Drive: Minimum 1 TB SSD or higher	<input checked="" type="checkbox"/>		

REQUIREMENT OF ENTEL SA			ANSWER	
SPECIFIC TECHNICAL CHARACTERISTICS		CRITERION	MANDATORY COMPLETION BY THE OFFEROR	
No.	DESCRIPTION	MANDATORY	Complies / No fulfills	DOCUMENT, PAGE, REFERENCE
5	Network Interface: Gigabit Ethernet 10/100/1000 Mbps.	<input checked="" type="checkbox"/>		
6	Operating System: Windows 11 Pro in Spanish, which allows Volume Activation.	<input checked="" type="checkbox"/>		
7	Wireless Connectivity: Minimum WiFi 6 or higher	<input checked="" type="checkbox"/>		
8	Bluetooth: 5.3 or higher (supports Gigabit data rates).	<input checked="" type="checkbox"/>		
9	Available Ports: Minimum required 1 USB Type C 3.2 port or higher and 1 USB4 port or higher.	<input checked="" type="checkbox"/>		
10	Input Devices: 1 HDMI 2.1, 1 headphone/microphone jack, 1 AC power or USB Type-C, 1 RJ-45 or higher.	<input checked="" type="checkbox"/>		
11	Screen: Minimum required 15.6" to 16" FHD with resolution (1920x1080) or higher.	<input checked="" type="checkbox"/>		
12	Keyboard: In Spanish.	<input checked="" type="checkbox"/>		
13	Battery: 3 cells or higher.	<input checked="" type="checkbox"/>		
14	Camera and Microphone: integrated.	<input checked="" type="checkbox"/>		
15	Included accessories: Each team must have a wireless mouse and backpack of the same brand as the equipment offered.	<input checked="" type="checkbox"/>		

5. Commercial conditions

5.1 Warranty

REQUIREMENT OF ENTEL SA			ANSWER	
WARRANTY		CRITERION	MANDATORY COMPLETION BY THE OFFEROR	
No.	DESCRIPTION	MANDATORY	Complies / No fulfills	DOCUMENT, PAGE, REFERENCE
1	<p>Factory Equipment Warranty: 1 yearconsidering the following:</p> <ul style="list-style-type: none"> -The warranty should cover all equipment including the battery. -The warranty will be calculated from the date of issuance of the Quality Control Certificate. In the event of a failure (during the warranty period), the supplier must resolve it within a maximum of four (4) business days from the official notification (via a note). <p>Once the failure has been identified and notified, if there is no solution within 5 business days, ENTEL SA will optionally define, according to its interests, that the supplier, having failed to comply with the guarantees, will not be able to participate in the acquisition processes of goods and/or services until two (2) years after the date of the breach.</p>	<input checked="" type="checkbox"/>		

5.2 Delivery Time of Goods

REQUIREMENT OF ENTEL SA			ANSWER	
DELIVERY TIME OF GOODS		CRITERION	MANDATORY COMPLETION BY THE OFFEROR	
No.	DESCRIPTION	MANDATORY	Complies / No fulfills	DOCUMENT, PAGE, REFERENCE
1	The provision time for laptops and their accessories is sixty (60) calendar days, starting from the date the Purchase Order is sent via email.	<input checked="" type="checkbox"/>		

5.3 Place of Delivery of the Goods

REQUIREMENT OF ENTEL SA			ANSWER	
PLACE OF DELIVERY OF THE GOODS		CRITERION	MANDATORY COMPLETION BY THE OFFEROR	
No.	DESCRIPTION	MANDATORY	Complies / No fulfills	DOCUMENT, PAGE, REFERENCE
1	Laptops must be delivered to the ENTEL SA offices in La Paz, located in the Tower Building at 1771 Federico Zuazo Street, after prior coordination with the Mobile Access and Core Network Sub-Management.	<input checked="" type="checkbox"/>		

5.4 Method of payment

REQUIREMENT OF ENTEL SA			ANSWER	
METHOD OF PAYMENT		CRITERION	MANDATORY COMPLETION BY THE OFFEROR	
No.	DESCRIPTION	MANDATORY	Complies / No fulfills	DOCUMENT, PAGE, REFERENCE
1	ENTEL SA will pay the supplier 100% of the total value awarded upon total delivery (100%) of the laptops, upon issuance by ENTEL SA of the Quality Control Certificate and delivery of the Tax Invoice by the supplier.	<input checked="" type="checkbox"/>		

NOTE:For this contracting process, advance payments do not apply.

6. Mandatory Criteria Rating Table

No.	MANDATORY CRITERIA	RATING N ABOUT (100%)
1	Compliance with all requirements in the Mandatory points	Complies/Does Not Comply Complies
TOTAL MANDATORY CRITERIA		100%
TOTAL RATING		100%

The passing grade is 100%.

PART III

ANNEXES

Annex No. 1 – Economic Offer Model

Annex No. 2 – Declaration of Integrity of the Legal Representative(s) of the Company

Offerer.

ANNEX NO. 1

ECONOMIC OFFER MODEL

The objective of this annex is to establish the format for presenting the economic offer for the provision of laptop computers **(About "B") ECONOMIC OFFER.**

The bidding company must present its prices, considering the following guidelines:

1. Prices must be presented rounded to two decimal places.
2. You must submit a comprehensive summary consistent with the technical offer, including the final amount in numeric and literal form; you must include a digital copy, be expressed in Bolivians, and include all national taxes.
3. Only one economic offer or option will be accepted (failure to comply will result in the Bidder being disqualified).
4. If the arithmetic review of the initial economic proposal and the bids with price improvements reveals calculation errors, the bid will be disqualified. When the actual and literal amounts differ, the literal amount will be considered correct.
5. Failure to quote any item corresponding to the Economic Offer will result in the rejection of the offer.
6. If necessary, ENTEL SA may request further price disaggregation from the bidder, who is obliged to provide all required information in a timely manner.
7. The validity period of your offer must be a minimum of forty-five (45) calendar days from its presentation.

ITEM	DESCRIPTION	BREAKDOWN	AMOUNT	PRICE UNITARY (Bs) WITH VAT	PRICE TOTAL (Bs) WITH VAT
ESTATE					
1	PROVISION OF COMPUTERS LAPTOPS	Portable Equipment that has: 13-core Core i7 processor ^a Generation or higher, 32 GB RAM, minimum HD of 1 TB SSD or higher, minimum 15.6" to 16" screen, USB ports, HDMI port, Wireless connectivity, Network interface, Windows 11 Pro operating system in Spanish, Accessories, Technical support and Warranty, among others.	10		
TOTAL PRICE OF GOODS					
TOTAL					
<i>Literal:</i>					

ANNEX NO. 2

Declaration of Integrity of the Legal Representative(s) of the Bidding Company

Company Name:	
* NIT:	
* SEPREC Registration Number:	
Official Email(s):	
Official Telephone(s):	
Object of the Process:	"PROVISION OF LAPTOP COMPUTERS"
Call No.:	SIMPLE QUOTE N° 011/2025
Place and Date:	

* In the case of foreign Bidders, please note the number and/or equivalent document.

To my (our) consideration:

In response to the above-mentioned Call, on behalf of our _____ company to which
We represent, expressly declare our conformity and commitment to compliance, in accordance
with the following points:

I.- Of the conditions of the process.

- a) On behalf of the Offering company and in accordance with the Power of Legal Representation, we declare and guarantee that we have examined this document, its clarifications and amendments, accepting without reservation all the stipulations of said documents and adhering to the text of the purchase order.
- b) We declare the veracity of all information and documentation provided, as well as any information that may be provided by natural or legal persons at the request of ENTEL SA; we hereby authorize its verification. In the event of any inconveniences, irregularities, or indications of falsity or legitimacy, we hereby acknowledge that ENTEL SA has the right to disqualify this Offer without any further action.
- c) If we are awarded the contract, our offer will constitute a binding commitment until the purchase order is prepared and signed.

II.- Affidavit.

- a) As the Bidder, we will respect the performance of the officials assigned to the contracting process by ENTEL SA and will not engage in any relationship other than through official and written means. Failure to comply with this declaration will be grounds for rejection or disqualification of the offer.
- b) We affirm that no owner, partner, legal representative or personnel dependent on our company has any direct, indirect or commercial relationship with ENTEL SA personnel related to this contracting process.
- c) We affirm that no owner, partner, legal representative or executive staff of our company has any direct, indirect, commercial,

marital ties or kinship up to the fourth degree of consanguinity, third degree of affinity or that derived from adoption ties, with Bidding companies that submit offers in this same contracting process.

- d) We undertake to report in writing to the Highest Authority of ENTEL SA any type of pressure or attempt at extortion by ENTEL SA officials, other companies or third parties outside the institution, so that the corresponding legal and administrative actions can be taken.
- e) We affirm that we have no conflict of interest in this contracting process and that no prior negotiations have been incurred with any official or Authority related to ENTEL SA, or with third parties outside the institution.
- f) As legal representative(s), I (we) authorize the release of additional (legal-administrative) information and/or documentation from our company upon simple request from ENTEL SA at any stage of the contracting process. Failure to comply with such request will result in disqualification.

Each of the signatories of this document declare freely and voluntarily, without any error, pressure or violence, that, in our capacity as Bidders in this contracting process, to the extent applicable to us, we will comply with the current regulations of the Company ENTEL SA

Legal Representative(s)

Signature:

..... Name

Complete:

.....

CI:

..... Home:

..... Mobile and/or Landline

Phone(s):.....

Mail electronic of the Representative Legal:

.....

Signature:

..... Name

Complete:

.....

CI:

..... Home:

.....



Telephone(s)	Mobile	I	Fixed:.....	
.....				
Mail	electronic	of the	Representative	Legal:
.....				

Place, date:

.....