

The EUROPEAN ENVIRONMENTAL BUREAU,
a network of more than 170 environmental citizens' organisations,
requests your proposal for a laptop model to be used in the future,
starting Early 2024

The European Environmental Bureau is the largest and most inclusive European network of environmental citizens' groups – and the only one that works on such a broad range of issues. We advocate for progressive policies to create a better environment in the European Union and beyond.

We are looking for a laptop model to replace our HP Probook 640 G4 and G5 in 2024 as well as our Probook 640 G8 and EliteBook 640 G9 in 2026/2027.

Regarding volume, we need a total of approximately 90 laptops, with 45 to be replaced in 2024 and the remaining 45 to be replaced in 2026/2027.

Our technical requirements are:

- Processor Intel i5 last generation or AMD Ryzen 5 last generation
- 16Go of Ram
- 512 Go of storage on M2 hard drive.
- 13" or 14" internal screen
- Internal camera, microphone, speaker.
- Connectivity must include USB-C (minimum 1 – charging capacity required), USB A (minimum 2), HDMI, Ethernet.
- Fingerprint sensor
- Internal keyboard layout Belgian Azerty and International Qwerty are needed.
- Compatibility with our actual docking station (HP USB-C universal dock G2) or include a compatible docking station in the offer (The docking station must include charging and dual screen capability).
- Windows 11 Pro compatibility
- Minimum 6 hours of battery on a normal usage
- As light as possible
- Robust enough to be transported regularly.

Regarding support and maintenance:

- We have an internal IT support Officer; he should be able to achieve himself basic maintenance tasks including:
 - Replacing / swapping the keyboard
 - Replacing the trackpad
 - Replacing storage
 - Replacing memory
 - Replacing the battery
 - Replacing Speaker
 - Replacing Microphone
 - Replacing Camera
 - Replacing the Wi-Fi module/antenna
- We need the ability to easily swap the internal keyboard between Azerty and Qwerty layouts, without the need for full laptop dismantling.
- We want to be able to buy some spare parts in advance to cover future maintenance (Keyboard, trackpad, speaker, microphone, hard drive, Ram, battery...)

Warranty

- We would like minimum 2 years of warranty.
- Any possibility to increase that length to 3 years and/or to 5 years can be included in the offer.

Sustainability:

In line with our values and our missions in the EEB, it is mandatory for us to include the sustainability aspect in our decision.

- We request your sustainability policy (and the one of the brand of the laptop if it is not directly from your company) to ensure that every effort is made to reduce the carbon footprint.
- We want to know if this specific model of laptop is built using recycled materials.
- We aim to reduce our e-waste by extending the lifespan of our laptops beyond 3 to 5 years. Please provide information on what solutions or support you can offer to help us achieve this goal.

Budget:

- The typical price for our laptops when purchased separately is around 1300€, VAT included. We intend to remain within this price range for potential future purchases of one or two additional laptops (without any volume discount).
- Please include any applicable discounts in the offer (e.g., pricing options for 45 laptops in one batch).

We are looking forward to receiving your proposal for the 4th of April 2024

Please send it to our Senior IT and Office Coordinator, Quentin Monsieur at the following email address:

Quentin.monsieur@eeb.org

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International non-profit association - Association internationale sans but lucratif (AISBL)

EC register for interest representatives: Identification number: 06798511314-27

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RPM Tribunal de l'entreprise francophone de Bruxelles