01 | Invitation to Tender

Supply of laptops, monitors and peripherals for project office staff

Tender reference: EU4M-II/P3/2026/ | Issue date: 11 November 2026

Shoqata NALAS – Dega Shqipëri invites you to submit a quotation for the supply and delivery of IT equipment for its project office, in the framework of EU4Municipalities II.

The tender dossier consists of:

(A) Information to Tenderers;

(B) Tender Offer Form;

(C) Technical Specifications.

The procurement comprises one 14-inch laptop, one 15–16-inch laptop, one 34-inch monitor, one 27-inch monitor and three wireless keyboard/mouse sets. Technical requirements are set out in Part C.

Submission instructions

Item	Requirement
Submission deadline	24 November 2026, 16:30
Submission email / location	info@nalas.eu or by post/courier service or hand delivered at NALAS Tirana office
Tender reference in email subject	EU4M-II/P3/2026— IT equipment quotation
Clarification deadline	18 November 2026
Contact for clarifications	info@nalas.eu
Offer validity	30 calendar days after submission deadline

Please submit the completed and signed Tender Offer Form (Part B), your technical compliance matrix, company registration information and financial quotation. Prices must include delivery and all accessories needed for use of the equipment. NALAS will assess compliance with the mandatory technical specifications and compare the prices of compliant offers. No award is implied by this invitation.

Project information

This invitation is issued by Shoqata NALAS – Dega Shqipëri, in the framework of EU4Municipalities Small Grants and Inter-Municipal Partnerships for Action (EU4M-SIMPACT) project, funded by the EU and the German Government, and is part of the EU4Municipalities II project.