



EXPRESSION OF INTEREST (EOI) TO SUPPLY LAPTOPS AND MOTORCYCLES

1. Introduction

The Kenya Organic Agriculture Network (KOAN) is a national membership organization that unites stakeholders in the organic agriculture sector, including producers, processors, traders, consumers, and development partners. KOAN promotes organic and agroecological practices through advocacy, capacity building, standards development, and market development to strengthen sustainable food systems in Kenya.

2. Purpose

KOAN invites qualified and reputable suppliers to submit an **Expression of Interest (EOI)** for the supply and delivery of laptops and motorcycles as outlined in the specifications below. The EOI should include both **technical** and **financial proposals**.

3. Item Specifications

A. LAPTOPS

No	Description	Quantity
1.	HP EliteBook 1040 G7 x360 – Core i7 (10th Gen), 16GB LP DDR4x RAM, 512GB SSD M.2, 14” FHD Screen, Backlit Keyboard, Bluetooth, Camera, WiFi, Windows 11 Pro, Office Pro Plus	2
2.	Lenovo X1 Carbon Gen 9 or Higher – 11th Gen Evo Core i7 (10th Gen & Above), 16GB DDR4 RAM @ 4266MHz, 512GB NVMe SSD, Iris Xe Graphics (8GB shared), 14” FHD IPS Anti-glare, Backlit Keyboard, Camera Shutter, Dolby Atmos Speakers, USB 3.2 Ports (x2), Thunderbolt 4 Ports (x2), HDMI Port	1
3.	Lenovo X1 Carbon Gen 9 or Higher – 11th Gen Evo Core i7 (10th Gen & Above), 16GB DDR4 RAM @ 4266MHz, 512GB NVMe SSD, Iris Xe Graphics (8GB shared), 14” FHD IPS Anti-glare, Touch Screen , Backlit Keyboard, Camera Shutter, Dolby Atmos Speakers, USB 3.2 Ports (x2), Thunderbolt 4 Ports (x2), HDMI Port	1

B. MOTORCYCLES

Brand	Model	Gear Type	Additional Requirements
BAJAJ	Boxer BM100CC	4 Gears	Logbook Fees, 2 Helmets, Reflector Vests, Toolkit, 1-Year Warranty
BAJAJ	Boxer BM125HD	5 Gears	Logbook Fees, 2 Helmets, Reflector Vests, Toolkit, 1-Year Warranty
BAJAJ	Boxer BM150HD	5 Gears	Logbook Fees, 2 Helmets, Reflector Vests, Toolkit, 1-Year Warranty
TVS	HLX 100CC	4 Gears	Logbook Fees, 2 Helmets, Reflector Vests, Toolkit, 1-Year Warranty
TVS	HLX 125CC REFRESH	4 Gears	Logbook Fees, 2 Helmets, Reflector Vests, Toolkit, 1-Year Warranty
TVS	HLX 125CC	5 Gears	Logbook Fees, 2 Helmets, Reflector Vests, Toolkit, 1-Year Warranty
TVS	HLX 150CC	5 Gears	Logbook Fees, 2 Helmets, Reflector Vests, Toolkit, 1-Year Warranty

The four laptops will be delivered to the KOAN office, while the two motorcycles will be delivered to Busia Town.

4. Evaluation Criteria

Proposals will be evaluated based on:

- Compliance with specifications
- Delivery capacity and timelines
- Experience in similar supplies
- Financial competitiveness
- Warranty and after-sales support

5. Submission Details

Interested suppliers are requested to submit:

1. **Technical Proposal** – including company profile, relevant experience, delivery timelines, and warranty details.
2. **Financial Proposal** – detailed cost breakdown (*inclusive of VAT, delivery, and additional requirements*).

All submissions should be addressed to **The KOAN Procurement Committee** and submitted via email to procurement@koan.co.ke no later than **20th November 2025**.

Please submit your Expression of Interest (EOI) using the following email subject titles, as applicable:

- a. **KOAN EOI – Supply of Laptops**
- b. **KOAN EOI – Supply of Motorcycles**

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