



**EMBASSY OF GREECE
CANBERRA**

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Canberra, 15 June 2026
No. 184/15.06.2026

To the attention of: JB Hi-Fi Group Pty Ltd (minal.batra@jbhifi.com.au)

Subject: Invitation to Submit a Quotation for the Procurement of one desktop computer (with keyboard and mouse), one monitor, one desktop document scanner, and one printer.

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 one desktop computer (with keyboard and mouse), one monitor, one desktop document scanner, and one printer.

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:

- 1 desktop PC with keyboard and mouse
- 1 monitor for desktop PC
- 1 printer
- 1 desktop document scanner
- 1 KVM switch
- 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) and must be received till June 18th, 2026 - closing of business.

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

Technical specifications

Computer	Desktop PC office use
Processor	≥ Intel Core i5 13 th Gen
Memory (RAM)	up to 16GB
Storage type and size	SSD 512GB
Operating system	Windows 11 Pro 64
Graphical Card	Embedded on motherboard
Ports	USB 2.0, HDMI, DP, LAN 1 Gpbs
Monitor	Full HD
Display technology	LED
Screen Size (Class)	24"
Aspect Ratio	16:9
Resolution	1920 x 1080
Ports	DP, HDMI, VGA
Scanner	Desktop document
Scan resolution	600 x 600 dpi
Scan speed A4 (color/blackwhite)	ADF Simplex ≥ 50 ppm Duplex ≥ 100 ppm Flatbed ≤ 2 seconds
ADF/Manual Feed	YES/YES
Flatbed	YES
Duplex	YES
Output scanned file	Max 215.9x355.6 mm, min 48 x 50 mm
Ports	USB και Ethernet
Printer	Desktop
Processor	≥ 1000 MHz
Memory (RAM)	≥ 1024 MB
Print technology	Laser
Monochrome	YES
Paper size	A4
Ports	USB 2.0 και Ethernet 10/100/1000
Speed print A4	≥ 35 ppm
Print resolution	= 1200 x 1200 dpi
KVM Switch	2 PORT USB VGA CABLE

By the Embassy

