

ANNEX 1 Specification of Requirements

ECMWF/ITT/2025/391

Procurement of IT End User Devices

1 Background

This ITT has been issued by the European Centre for Medium-Range Weather Forecasts ("ECMWF") to invite suppliers to submit proposals for the framework being established to provide IT end-user devices.

For the purpose of this ITT, ECMWF defines End User Devices (EUD) as, a laptop/MacBook, tablet, mobile phone, keyboard, touchpad/mouse, webcam, headset, screen, laptop stand, external SSD, cables/connectors and power supplies or chargers.

ECMWF, based in Reading, UK, with additional locations in Bologna, Italy, and Bonn, Germany, employs about 500 staff from over 30 countries. The centre provides its staff with EUDs for daily tasks.

The initial framework will last four years, with the possibility of two one-year extensions.

2 Objectives of this ITT

This Invitation to Tender (ITT) aims to establish a framework with a limited group of suppliers who will be invited to compete for future lots of EUD equipment similar but not limited to the examples specified in Section 4 of this document. The main goal is to achieve the best value for money in providing EUD.

Throughout the framework's duration, ECMWF will purchase equipment in lots. These purchases will be made via competitive quotations from vendors within the framework. Each lot will specify a set of EUD, which may vary in terms of quantity, brand, and equipment type and other requirements. The equipment descriptions in each lot can differ, sometimes prompting vendors to suggest alternatives. Additionally, each lot may include requests for shipment to any of ECMWF's three locations. Shipping costs and delivery times must be included in the final quotation.

Compliant bids submitted for future purchases under this framework will be evaluated solely on value for money.

ECMWF understands that there may be warranty, insurance and similar limitations due to location of provision (three ECMWF locations), vendors are welcome to suggest their solution approach for any limitations and are encouraged to apply to this Framework as separate entities/bidders if they have multiple registered locations as relevant.

Some ECMWF projects funded by third parties like Copernicus, Destination Earth may have special rules or restrictions for future purchases (such as who can receive funding). These rules will be clearly explained in the relevant competition documents if applicable, and only vendors who meet those conditions will be allowed to participate.

Annex 3 Terms and conditions of contract specifies two currencies, euro and pound sterling as acceptable. In cases where comparison is needed for evaluation purposes, ECMWF will use the average ECB exchange rate for the calendar month prior to submission date of the tender/quote.

3 Specification and requirements

Tenders will be evaluated based on the high-level evaluation criteria specified in the main ITT_391 Invitation to Tender document, Section 6.1.

Qualified tenderers and their offers (which achieve the pass/fail criterion) will be evaluated based on track record and quality of the proposal. And the Tenderers achieving the overall score of minimum 70% will be accepted onto the framework.

Tenderers should include information in their proposals responding to the requirements specified in this ITT, particularly considering the evaluation criteria given under the quality aspects.

Tenderers are reminded that the Catalogue of available products and their prices are part of the evaluation criteria, as well as economic advantages offered by the Tenderers, such as any agreements and discounts.

Tenderers and their catalogues do not need to cover the full range of products specified under the scope of this ITT. However, it is important to note that the range of offered products is an asset.

Tenderers should describe the process for browsing, requesting quotations and ordering EUD and related equipment, including information on online services provided.

Tenderers are required to indicate how they will handle the account management and specify a contact person within their organisation to request new quotations for future lots and to discuss order details. It is in the vendor's best interest to keep this information up-to-date.

It is anticipated that, during the contract's duration, new brands, product types, and other equipment may be requested.

ECMWF considers it an advantage to have access to assistance on choosing alternative products and configuration options.

4 Scope

This ITT aims to select vendors capable of supplying EUDs from various manufacturers.

ECMWF replaces EUD as needed, making it difficult to estimate the amount of EUD required for each year. Typically, the quantity varies from a few dozen to a hundred, depending on the number of new staff, faulty devices, and the usual refresh of the EUD.

ECMWF recently selected the Lenovo ThinkPad T14 G5 and MacBook Pro 14 as standard Windows and macOS laptops, respectively. iPhones 15 are currently the standard mobile phones issued to staff members. ECMWF also purchases all EUD peripherals as given above, from brands such as Logitech, LG, Samsung Apple and Philips and maintains the same equipment across all sites.

While maintaining brand and model standards is important, ECMWF reserves the right to specify different brands and models in future lots. Additionally, specific high-performance or graphical requirements may lead to requests for alternative configurations.

ECMWF buys EUD with extended support services (such as AppleCare+ or Lenovo Premier Support Plus). Tenderers must clearly confirm which of the three countries (UK, Germany and Italy) they can provide EUD with this warranty scheme.

Tenderers may see below the examples of EUD and their specifications that ECMWF may consider as future lots of equipment subject to competition. Tenderers are encouraged to quote the EUD specified below.

Windows 11 Laptop

Brand/Model	Lenovo T14 Series G6 minimum
Processor	x64 CPU (not ARM)

	Intel or AMD CPU released in the last 2 years that will utilise the Windows 11 scheduler for optimisation (i.e. use Performance and Economy cores)
RAM	Minimum 32GB
Internal Storage	Minimum 512 GB SSD
Graphics	Minimum 1920x1200, but ideally easily able to drive 4K screen via USB-C
Display	14"
Keyboard	English UK
Ports	Minimum 2 x USB-C, 1 HDMI
WiFi	Minimum WiFi 6.0
Bluetooth	Minimum 5.2
Webcam	IR capable Webcam for Windows Hello
Fingerprint Reader	With full support for Windows Hello
Battery	Minimum 57Whr
Charger Port	USB-C
OS	Windows 11 Pro
TPM	2.0
Warranty	3 Years Premier Plus
Autopilot Registration	optional

Apple MacBook Pro 14-inch

Processor	Latest M-Series Chip - 10-Core CPU - 10-Core GPU
RAM	Minimum 16GB Unified Memory
Internal Storage	Minimum 512GB SSD
Display	14" Liquid Retina XDR display
Keyboard	English UK
Warranty	3 Years AppleCare+

Processor	Latest M-Series "Pro" Chip - 12-Core CPU - 16-Core GPU
RAM	Minimum 24GB Unified Memory
Internal Storage	Minimum 512GB SSD

Display	14" Liquid Retina XDR display
Keyboard	English UK
Warranty	3 Years AppleCare+

Processor	Latest M-Series "Max" Chip - 14-Core CPU - 32-Core GPU
RAM	Minimum 36GB Unified Memory
Internal Storage	Minimum 1TB SSD
Display	14" Liquid Retina XDR display
Keyboard	English UK
Warranty	3 Years AppleCare+

Apple MacBook Pro 16-inch

Processor	Latest M-Series "Pro" Chip - 14-Core CPU - 20-Core GPU
RAM	Minimum 24GB Unified Memory
Internal Storage	Minimum 512GB SSD
Display	16" Liquid Retina XDR display
Keyboard	English UK
Warranty	3 Years AppleCare+

Processor	Latest M-Series "Max" Chip - 16-Core CPU - 40-Core GPU
RAM	Minimum 48GB Unified Memory
Internal Storage	Minimum 1TB SSD
Display	16" Liquid Retina XDR display
Keyboard	English UK
Warranty	3 Years AppleCare+

Mobiles

Tenderers can additionally include higher models to this list if already available.

iPhone 15 Plus	Storage: 128GB
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iPhone 16e	Storage: 128GB
iPhone 16	Storage: 128GB
iPhone 16 Plus	Storage: 128GB
Google Pixel 9a	Storage: 128GB
Google Pixel 9 Pro	Storage: 256GB
Samsung Galaxy S24 FE	Storage: 128GB
Samsung Galaxy S25+	Storage: 256GB

Tablets

iPad Air	Latest Generation Storage: 256GB Connectivity: Wi-Fi Apple Pencil Pro
Samsung Galaxy Tab S10+	Storage: 256 12GB RAM Connectivity: Wi-Fi Samsung Pen

Note: Provision and quotes for Apple devices must include the ADE (Automated Device Enrolment) service.

Peripherals

Logitech	Zone wired headset
Logitech	BRIO 105 webcam
Logitech	QWERTY keyboard K740
Apple	Magic keyboard with touch ID QWERTY
Apple	Magic Mouse
Lenovo	Essential wired mouse
Philips	Phillips 346B1C 34" curved monitor with integrated dock

Note: Additional items such as laptop stands, laptop/mac power supplies and cables and connectors might also be sourced.