

**African Development Bank Group
Temporary Relocation Agency**

**Corporate Procurement Division
Fax Number: + (216) 71 83 52 49**

**REQUEST FOR PROPOSAL
FOR SUPPLY, INSTALLATION, TRAINING AND MAINTENANCE OF SIMULTANEOUS INTERPRETATION, VIDEO-
CONFERENCING AND POWERPOINT PROJECTION EQUIPMENT FOR THE AFRICAN DEVELOPMENT BANK
CONFERENCE ROOMS IN THE IMMEUBLE ZAHRA BED, TUNIS**

AfDB/ICB/CGSP/2009/0135

The African Development Bank (hereafter referred to as "The Bank") has acquired additional office space including, multifunctional meeting rooms.

The Bank therefore wishes to invite technical and financial proposals, from experienced companies, for the supply, installation, training and maintenance of simultaneous interpretation, videoconferencing and PowerPoint equipment for the Bank's new 3 meeting rooms.

- 1) The Request For Proposal is available for downloading from www.afdb.org under the "Procurement Section. Alternatively, the prequalification document may be obtained by sending a request to tender@afdb.org.
- 2) Applicants must originate from one of the Bank's member countries, list of which is provided at www.afdb.org.
- 3) Evaluation will be conducted according to criteria published in the Request for Proposal as outlined below:
- 4) Administrative evaluation criteria
 - Interested companies must originate from one of the Bank's member countries.
 - An average turnover of at least EUROS 700,000.00 per annum for the past three years (2006, 2007 and 2008) in the form of audited Financial Statement
 - Manufacturer's authorization in one of the following forms:
 - The bidder should have a minimum of ten years experience, and shall have successfully implemented as a principal contractor, a minimum three projects of a similar nature
 - Country of origin – Products should be from ADB Member countries
- 5) Technical evaluation criteria
 - Understanding of the TOR and the Overall Quality of the Proposal
 - Project execution Plan indicating main activities of the assignment
 - Proposed product
 - Delivery dates of the equipment and other necessary activities including installation, commissioning, and training.
 - Project Organization, staffing and Management Plan
 - Qualifications and Competence of the Key Personnel for the Assignment
 - Project Management and Social Responsibility aspects
- 6) Bidders obtaining the qualifying minimum technical score will be considered for Financial Evaluation

The Request for Proposals should be submitted in sealed envelopes delivered at the address below by **7th April 2010, 15.00 hours** Tunis, Tunisia, local time. The envelopes should be clearly marked:

REQUEST FOR PROPOSALS Reference: AfDB/ICB/CGSP/2009/0135

**"Corporate Procurement Division, CGSP.2
EPI Block B Building, Office 2A2
African Development Bank
ADB Temporary Relocation Agency (Tunis)
Angle des trois rues: Avenue du Ghana, Rue Pierre de Coubertin, Rue Hedi Nouria
BP : 323
1002 - Tunis Belvédère
Tunisia
– DO NOT OPEN UNTIL ON BID OPENING DAY Date and Time: _7th April, 2010_ – 1500 hrs**

- 7) The Bank will reject late proposals.
- 8) Applicants will be advised, in due course, of the results of their applications