REQUEST FOR PROPOSAL FOR PROVISION OF HUMAN RESOURCE SERVICES FOR RECRUITMENT OF SHORT-TERM STAFF

ADB/RFP/RDGS/2021/0026

The African Development Bank (hereafter referred to as “The Bank”) wishes to invite technical and financial proposals from experienced companies for the provision of Human Resource services for the recruitment of Short term staff.

The Bank is a regional multilateral development institution, established to promote the economic and social development of its regional member countries by mobilizing resources for the financing of projects and programs.

1) The Request for Proposals is available for downloading from this link: https://www.afdb.org/en/about-us/corporate-procurement Alternatively, the document may be obtained by sending a request to RDGS_Tender@afdb.org.

2) Bidders must originate from one of the Bank’s member countries, list of which is provided at www.afdb.org. - https://www.afdb.org/en/countries/

3) Evaluation will be conducted based on quality and price according to the criteria published in the Request for Proposal included in the website of the Bank such as experience note less than three years, minimum turnover of ZAR 2,500,000.00 and experience of the personnel who will handle the account if awarded the contract.

4) The best evaluated bidder will be considered for award

5) Proposals shall be submitted in a sealed envelope (The Technical proposal and financial proposals should be placed in separate sealed envelopes), delivered at the address below by 29th March 2021 1500 hrs clearly marked:

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African Development Bank (ADB)
339 Witch-Hazel Avenue
Highveld, Eco Park One
Centurion, Gauteng,
0157
Tel: +27 12 003 6900

The Bank will reject late proposals.

6) Any amendment or clarifications will be provided through the website on the link provided above

7) Bidders are encouraged to attend a pre-bid meeting that will take place on 17th March 2021 from 10.00 am CAT

8) Any Clarifications should be received before 18th March 2021.