REQUEST FOR PROPOSAL FOR THE PROVISION OF AIR CONDITIONING EQUIPMENT MAINTENANCE SERVICES AT THE AFRICAN DEVELOPMENT BANK EASTERN AFRICA RESOURCE CENTRE

ADB/RFP/EARC/2014/0047

The African Development Bank (hereafter referred to as “The Bank”) wishes to invite technical and financial proposals from experienced companies for the provision of Air Conditioning Equipment Maintenance services.

1. The Request for Proposals is available for downloading from this link: [http://www.afdb.org/en/about-us/corporate-procurement/procurement-notices/current-solicitations/](http://www.afdb.org/en/about-us/corporate-procurement/procurement-notices/current-solicitations/) Alternatively, the document may be obtained by sending a request to earctender@afdb.org

2. Bidders must originate from one of the Bank’s member countries, list of which is provided at www.afdb.org.

3. Evaluation will be conducted based on quality and price according to the criteria published in the Request for Proposal as outlined below:

4. Pass /Fail evaluation criteria
   - Bidders must originate from one of the Bank’s member countries.
   - Audited Financial Statement for past three years (2011, 2012 and 2013) Minimum annual average turnover is KES 20,000,000
   - The bidder shall have a minimum of three years’ experience and will have implemented three projects of similar nature and complexity.
   - Provide a certificate of Incorporation
   - Provide manufacturer (Carrier) partner certification.
   - Provide registration by relevant local regulatory authority.

5. Technical evaluation criteria
   - Bidder’s Technical response to the RFP particularly the Terms of Reference provided in Annex 2. of the bid document
   - Manufacturer Certification
   - Curriculum Vitae of Technicians to provide services at AfDB
   - Description of similar services currently provided to other clients
   - Professional reputation of the firm supported by at least three references.

6. Bidders obtaining the qualifying minimum technical score will be considered for Financial Evaluation.

7. The Proposals shall be submitted in sealed envelopes delivered at the address below by Tuesday 10 June 2014, 14.00 hours. The envelopes should be clearly marked:
8. The Bank will reject late proposals.

9. Bidders will be advised, in due course, of the results of the selection.

10. Any amendment or clarifications will be provided through the website on the link provided above.