REQUEST FOR PROPOSAL FOR THE PROVISION OF FACILITIES MANAGEMENT SERVICES AT THE AFRICAN DEVELOPMENT BANK EASTERN AFRICA REGIONAL RESOURCE CENTRE

ADB/RFP/EARC/2014/139

The African Development Bank (hereafter referred to as “The Bank”) wishes to invite technical and financial proposals from experienced companies for the provision of Facilities Management 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/ 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 5,000,000
   - The bidder shall have a minimum of three years’ experience and successfully or substantially implemented as a prime contractor at least three assignments of a similar nature and complexity
   - Provide a certificate of Incorporation

5. Technical evaluation criteria
   - Bidder’s Technical response to the RFP.
   - Proposed personnel trained in electrical, plumbing and facilities management.
   - Curriculum Vitae of personnel to provide facility management services at the EARC
   - 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 Bank shall organize a site visit and pre-bid meeting. The site visit and pre-bid meeting will be held on 14th October 2014, at 10.00 hours at the Bank’s premises located along 10 Longonot road Upper Hill, Nairobi.

8. Questions for the site visit and pre-bid meeting shall be submitted to earctender@afdb.org by 9th October 2014. The site visit and pre-bid meeting is a mandatory requirement.
9. The Proposals shall be submitted in sealed envelopes delivered at the address below by Monday 3rd November 2014, 14.00 hours. The envelopes should be clearly marked:

REQUEST FOR PROPOSAL FOR PROVISION OF FACILITIES MANAGEMENT SERVICES AT THE AFRICAN DEVELOPMENT BANK EASTERN AFRICA REGIONAL RESOURCE CENTER - NAIROBI

ADB/RFP/EARC/2014/139
Eastern Africa Regional Resource Center (EARC)
African Development Bank Group
Khushee Tower
10, Longonot Road, Upper Hill
P.O. Box 4861 00200
Nairobi, Kenya

10. The Bank will reject late proposals.

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

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