

African Development Bank Group



EASTERN AFRICA REGIONAL CENTER

Tel + 254 20 271 2925/26/28 and Fax: + 254 20 271 2938

REQUEST FOR PROPOSAL FOR PROVISION OF MAINTAINANCE SERVICES FOR AIR CONDITIONING EQUIPMENT FOR AFRICAN DEVELOPMENT BANK'S EASTERN AFRICA REGION

ADB/RFP/RDGE/2019/0099

The African Development Bank (hereafter referred to as "The Bank") wishes to invite technical and financial proposals from experienced companies for the provision of travel management services.

- 1) The Request for Proposals is available for downloading from this link: <http://www.afdb.org/en/about-us/corporate-procurement/procurement-notice/current-solicitations/> Alternatively, the document may be obtained by sending a request to RDGE_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 as outlined below:

Pass /Fail evaluation criteria

- Interested companies must originate from one of the Bank's member countries.
- Audited Financial Statement for the past three years (2015, 2016 and 2017 or latest)
- Minimum annual average turnover is Kes 20 million.
- The bidder shall have a minimum of five years' experience with organizations of similar size, nature and assignment.

Technical evaluation criteria

- Methodology for execution of services and management of the contract.
- Description of relevant experience of the bidder supported by at least three testimonials.
- Qualification and level of competency of proposed key personnel.
- Availability of equipment and tools for Air Conditioning Maintainace services.

- 4) Bidders obtaining the qualifying minimum technical score will be considered for Financial Evaluation.
- 5) Proposals shall be submitted in a sealed envelope (with both the technical proposal and financial proposal separate sealed envelopes), delivered at the address below by **Thursday 13 June 2019, 15.00 hours**. The envelopes should be clearly marked:

PROVISION OF MAINTAINANCE SERVICES FOR AIR CONDITIONING EQUIPMENT AT THE AFRICAN DEVELOPMENT BANK – REGIONAL DEVELOPMENT AND BUSINESS DELIVERY OFFICE (RDGE) -

**REF: ADB/RFP/RDGE/2019/0099
EASTERN AFRICA REGIONAL CENTER
KHUSHEE TOWERS
10 LONGONOT ROAD, UPPERHILL
P.O.BOX. 4861-00200
NAIROBI.**

- 6) The Bank will reject late proposals.
- 7) Bidders will be advised, in due course, of the results of the selection process.
- 8) Any amendment or clarifications will be provided through the website on the link provided above
- 9) **Bidders are encouraged to attend a pre-bid meeting that will take place on 4th June 2019 from 09.00AM at the above address.**
- 10) Any Clarifications should be received before 7th June 2019 at 12.00hrs EAT.