REQUEST FOR PROPOSAL – PROVISION OF JANITORIAL SERVICES TO THE AFRICAN DEVELOPMENT BANK, UGANDA COUNTRY OFFICE

ADB/RFP/COUG/2020/0094

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

1. The Request for Proposal is available for downloading from this link https://www.afdb.org/en/about-us/corporate-procurement/procurement-notices/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

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.
   - The bidder shall have a minimum of 5 years’ experience and shall have successfully or substantially implemented as a prime contractor at least three assignments of a similar nature and complexity
   - The bidder must provide a valid trading license
   - The bidder must provide clearance from National Social Security Fund
   - The bidder must provide a certificate of tax clearance
   - Provide a certificate of Incorporation

5. Technical evaluation criteria
   - Bidder’s Technical response (work plan) to the RFP.
   - Proposed personnel trained in Janitorial services.
   - Curriculum Vitae of personnel (Staff and Supervisor) to be deployed at the Uganda Country Office (COUG)
   - Description of similar services currently provided to other clients

6. Bidders meeting the technical criteria 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 which is mandatory for all bidders will be held on 17th March 2020, at 11.00 hours Local time at the Bank’s premises located at Crested Towers, 14th Floor, 17 Hannington Road, Kampala, Uganda.

8. Questions for the site visit and pre-bid meeting shall be submitted to rdge_tender@afdb.org by 19th March 2020. The site visit and pre-bid meeting is a mandatory requirement:

9. The Bids shall be submitted in sealed envelopes delivered at the address below by Tuesday 31st March 2020, 15.00 hours. The envelopes should be clearly marked:
INVITATION TO BID FOR PROVISION OF JANITORIAL SERVICES TO THE AFRICAN DEVELOPMENT BANK, UGANDA COUNTRY OFFICE

ADB/RFP/COUG/2020/
Uganda Country Office (COUG)
African Development Bank Group
Crested Towers, 14th Floor, 17 Hannington Road,
P.O. Box 28509,
Kampala, Uganda.

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.