



NATIONAL PENSION SCHEME AUTHORITY

INVITATION FOR BIDS

NAPSA/DIT/03/03/2017: TENDER FOR THE SUPPLY AND DELIVERY OF VARIOUS INFORMATION TECHNOLOGY (IT) EQUIPMENT

1. NAPSA has set aside funds for eligible payments to be made for the tender for the supply and delivery of various information technology equipment as indicated below:

LOT	DESCRIPTION	QUANTITY
1	Card Printer	5
2	Laptops - Intel® Core™ i5-6200U with Intel HD Graphics 520	45
3	Laptops - Intel® Core™ i7-6500U (2.5 GHz, up to 3.1 GHz, 4 MB cache, 2 cores)	5
4	Laptops - Intel® Core™ i7-6500U (2.5 GHz, up to 3.1 GHz, 4 MB cache, 2 cores)	5
5	Laptop Locks	70
6	Multifunctional Printers	13
7	Counter Printers	15
8	Short throw Projectors	15

2. Bidding will be conducted using the Open National Bidding (ONB) procedures specified in the Public Procurement Act of 2008 and the Public Procurement Regulations of 2011, and is open to all Bidders eligible as defined in the Bidding Documents.
3. Bidders will be evaluated based on the Preferential Procurement Margin Clause for bidders registered with the Citizen Economic Empowerment Commission (CEEC) as follows:
 - a. Citizen influenced company, by 4% (four percent)
 - b. Citizen empowerment Company, by 8% (eight percent); and
 - c. Citizen Owned Company, by 12% (twelve percent).
4. Interested eligible Bidders may obtain further information from *National Pension Scheme Authority* and inspect the bidding documents at the following address: National Pension Scheme Authority, 3rd Floor, Levy Business Park Office Block, Corner Kabelenga and Church Roads, P.O. BOX 51275, Lusaka, Zambia. The

telephone number is +260 (211) 225226 and the fax number is +260 (211) 225226. A pre-bid meeting shall be conducted on Tuesday, 11th April, 2017 at 10:30hrs at NAPSA House, Levy Business Park, Lusaka.

5. The bidding documents may be purchased by interested bidders from the National Pension Scheme Authority, 3rd Floor, Levy Business Park Office Block, Corner Kabelenga and Church Roads, P.O Box 51275, Lusaka upon payment of a non-refundable fee of **K500.00** or its equivalent.
6. The bid must be accompanied by a bid security of not less than 2% of the bid sum, duly signed and sealed by the Guarantor and shall be valid for a period of 90 days after bid opening or a bid securing declaration.
7. Sealed and bound bids clearly marked **“Tender for the supply and delivery of various Information Technology Equipment.”** must be deposited in the tender box on the Ground Floor, Levy Business Park Office Block, Corner of Kabelenga and Church Roads, Lusaka, on or before Tuesday, 25th April, 2017 **at 10:30 hours local time. LATE, FAXED AND ELECTRONIC BIDS WILL BE REJECTED.** Tenders will be opened thereafter in the presence of bidders or their representatives who choose to attend.
8. Bidders should pay attention to the following information:

Item No.	Description of Item	Date
1	Date and Time of commencement of inspection/sale of Bidding Documents	Tuesday, 28 th March, 2017 at 08:00 hours. Bidders are advised to inspect and purchase the bidding documents at a non-refundable fee of K500.00 or its equivalent.
2	Last Date for requesting any clarifications	14 days before the closing date.
3	Pre-bid meeting.	11 th April, 2017 at 10:30 hours.
4	Last Date and Time for receipting of bids at NAPSA (Address as given above)	Tuesday, 25 th April, 2017 at 10:30 hours.
5	Date and time of opening of bids	Tuesday, 25 th April, 2017 at 10:30 hours.

Justine Mwiinga
Head- Procurement and Stores
For/Director General
National Pension Scheme Authority