



INVITATION FOR BIDS

NAPSA/DI/13/21: TENDER FOR THE PROVISION OF GENERAL BUILDING MAINTENANCE, ELECTRICAL MAINTENANCE WORKS AND SERVICING OF VARIOUS EQUIPMENT AT LEVY BUSINESS PARK AND EDGAR CHAGWA LUNGU (ECL) BUSINESS PARK, ON A ONE-YEAR RUNNING CONTRACT SUBJECT TO REVIEW AND RENEWAL BASED ON SATISFACTORY PERFORMANCE

1. The National Pension Scheme Authority (NAPSA) wishes to engage firms for the provision of General Building Maintenance, Electrical Maintenance Works and Servicing of Various Equipment at Levy Business Park and Edgar Chagwa Lungu (ECL) Business Park, on a one-year running contract, subject to review and renewal based on satisfactory performance, as follows:

LOT	Levy Business Park
1	General Maintenance and Repairs
2	Electrical Installation Maintenance and Repairs
3	Automatic Sliding Door Maintenance and Repairs
4	Maintenance And Servicing of Engine Generators
5	Plumbing Installation Maintenance and Repairs
6	Maintenance and Servicing of Heating ventilation and Air conditioning system (HVAC)
LOT	ECL Business Park
1	Maintenance and Servicing of CCTV, Access control, PA System, BMS and other IT infrastructure.
2	Maintenance and Servicing Fire Fighting Services
3	Maintenance and Servicing of Engine Generators
4	Maintenance and Servicing Heating ventilation and Air conditioning system (HVAC)
5	Lifts and Elevator services maintenance and repairs
6	General Maintenance and repairs
7	Electrical installation Maintenance and repairs
8	Plumbing installation, maintenance, and repairs

- 3 The bidding documents may be inspected at the National Pension Scheme Authority website (www.napsa.co.zm). **Submission of bids shall be through the tender box on the Ground Floor, Levy Business Park Office Block, Corner of Kabelenga and Church Roads, Lusaka**
- 4 The bidding documents may be purchased by the bidders upon payment of a non-refundable fee of **K1000.00**. Bidders are advised to deposit the non-refundable fee in the account details provided below. **Please quote the tender Name and Number on the deposit slip.**

BANK : ZANACO
A/C NAME: ZNPF Operating Account
A/C : 1086858500105
BRANCH : Cairo Road Business Centre
REFERENCE: Tender for the provision of General Building Maintenance, Electrical Maintenance Works and Servicing of Various Equipment at Levy Business Park and Edgar Chagwa Lungu (ECL) Business Park

- 5 The bid must be accompanied by a **three (3) years'** bid securing declaration.
- 6 Sealed and bound bids clearly marked: '**NAPSA/DI/13/21: Tender for the provision of General Building Maintenance, Electrical Maintenance Works and Servicing of Various Equipment at Levy Business Park and Edgar Chagwa Lungu (ECL) Business Park, on a one-year running contract, subject to review and renewal based on satisfactory performance** 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 **Friday, 17th December 2021 at 10:30 hours local time. LATE, AND ELECTRONIC BIDS WILL BE REJECTED.** Bids will be opened thereafter in the presence of bidders or their representatives who choose to attend.
1. The procurement schedule Subject to changes is as follows:

Item No.	Description of Item	Date
1	Date and time of commencement of inspection /sale of Bidding document	Friday, 19TH November ,2021 at 14:00 hours. Bidders are advised to inspect the tender document online on www.napsa.co.zm . Bidding documents are priced at a non-refundable fee of K1000.00 or its equivalent thorough e-GP.
2	Last Date for requesting any clarifications	10 days before the closing date.
	Date of Mandatory site Visit and Pre-bid Meeting (Levy Business Park, Lusaka)	Monday 29th and Tuesday 30th November 2021 at 11:00 hours.
	Date of Mandatory site Visit and Pre-bid Meeting (ECL Business Park, Kitwe)	Thursday, 2nd, and Friday 3rd December 2021 at 11:00 hours.
3	Last Date and Time for receipting of bids at NAPSA (Address as given above)	Friday, 17th December 2021 at 10:30 hours.
4	Date and time of opening of bids	Friday, 17th December 2021 at 10:30 hours.

Secretary
Management Procurement Committee
For/Director General
NATIONAL PENSION SCHEME AUTHORITY