

NATIONAL PENSION SCHEME AUTHORITY



INVITATION FOR BIDS

NAPSA/DIT/05/18: TENDER FOR THE SUPPLY, DELIVERY, INSTALLATION AND COMMISSIONING OF BIOMETRIC ON-BOARDING AND VERIFICATION KITS FOR THE NATIONAL PENSION SCHEME AUTHORITY(NAPSA)

1. The **National Pension Scheme Authority (NAPSA)**, has set aside funds toward the cost of **Procuring Biometric on-boarding and verification kits** and it intends to apply part of the proceeds of this **financing** to payments under the agreement(s) resulting from **The Tender for the Supply, delivery, Installation and Commissioning of Biometric on-boarding and verification kits for NAPSA**.
2. NAPSA now invites sealed bids for the **Supply, delivery, Installation and Commissioning of Biometric on-boarding and verification kits**. 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 may obtain further information from **NAPSA** at the address given below:

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 are +260 (211) 225226 and the fax number is +260 (211) 225226.
4. 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 Companies - 4 percent
 - b) Citizen Empowered Companies - 8 percent
 - c) Citizen Owned Companies - 12 percent
 - d) Domestically manufactured goods by citizen-influenced company, citizen-empowered or citizen-owned company – 15%

5. The attention of the prospective Bidders is drawn to (i) the fact that they will be required to certify in their bid that all software is either covered by a valid license or was produced by the Bidder and (ii) that violations are considered fraud, which can result in ineligibility to be awarded Government-financed contracts.
6. 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.
7. The sealed and bound bid must be deposited in the tender box on the Ground Floor, Levy Business Park Office Block, Corner Kabelenga and Church Roads, Lusaka, clearly marked, "**Tender for the Supply, delivery, Installation and Commissioning of Biometric on-boarding and verification kits for NAPSA.**" and must be sent not later than **Friday 29th June 2018, at 10:30 Hours local time. HOWEVER, TELEGRAPHIC OR TELEFAX BIDS WILL NOT BE ACCEPTED.**
8. ***Bid need to be secured by a Bid Securing Declaration with a period of three (3) years.*** Late bids will be rejected.
9. Bidders should pay attention to the following information:

| Item No. | Description of Item | Date |
|----------|--|--|
| 1 | Date and Time of issuance of Bidding Document | Tuesday, 22nd May 2018 at 14:00 hours. |
| 2 | Last Date for requesting any clarifications | 14 days before the closing date. |
| 3 | Pre-bid meeting | All interested Bidders are required to attend a pre-bid meeting on Wednesday 6th June 2018 at 10:00 hours on the ground floor meeting room of NAPSA House, Levy Business Park. |
| 4 | Last Date and Time for receipting of bid at NAPSA (Address as given above) | Friday, 29th June 2018 at 10:30 hours. |

Secretary
Management Procurement Committee
For/Director General
National Pension Scheme Authority