

NATIONAL PENSION SCHEME AUTHORITY



INVITATION FOR BIDS

NAPSA/DCB/03/17: TENDER FOR THE SUPPLY, DELIVERY, INSTALLATION OF SIXTY-FIVE (65) AIR CONDITIONING UNITS AT VARIOUS NAPSA STATIONS

1. The National Pension Scheme Authority has set aside funds in the 2017 budget for eligible payments to be made for the tender for the supply, delivery, Installation and commissioning of sixty-five (65) Air Conditioning Units at NAPSA Stations as indicated below:

STATION	QTY	SPECS/TORS
LOT 1 NORTHERN REGION		
KASAMA AREA	17	18000 BTU , Supply and installation
NDOLA AREA	9	36000 BTU , Supply and installation
KITWE (Matuka)	2	36000 BTU , Supply and installation
MANSA AREA	6	9000 BTU, Supply and installation
SOLWEZI AREA	2	12,000 BTU,8.5KW Cooling capacity, Remote operated,
LOT 2 SOUTHERN REGION		
Lusaka	2	18,000 BTU Supply and installation
Livingstone	7	36,000 BTU Supply and installation
Chipata	7	18,000 BTU Supply and installation
Kabwe	8	18,000 BTU Supply and installation
Mongu	5	18,000 BTU Supply and installation
	65	

NOTE: The tender will be awarded per Lot (No bidder will be awarded more than one Lot)

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).
 - d. Goods manufactured in Zambia, by 15% (fifteen 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 (01) 225226 and the fax number is (01) 225226. A **pre-bid meeting** shall be conducted on **Friday, 3rd November, 2017 at 10:30hrs**, in the Meeting Room, Ground Floor 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, delivery, installation and commissioning of Sixty-Five (65) Air Conditioning Units at various NAPSA Stations.”** 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, 21st November, 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	Monday, 23rd October, 2017 at 14:00 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.	Friday, 3rd November, 2017 at 10:30hrs in the Meeting Room, Ground Floor NAPSA House, Levy Business Park, Lusaka.
4	Last Date and Time for receipting of bids at NAPSA (Address as given above)	Tuesday, 21st November, 2017 at 10:30 hours local time
5	Date and time of opening of bids	Tuesday, 21st November, 2017 at 10:30 hours local time

Secretary
Management Procurement Committee
For/ Director General
National Pension Scheme Authority,
P.O. Box 51275
Lusaka

National Pension Scheme Authority